

ORDER

8610.5H

**PARACHUTE RIGGER EXAMINER
HANDBOOK**



April 13, 2001

**DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION**

[illegible]

DIRECTIVE NO.

8610.5H

**CHANGE
TO
BASIC**

SUPPLEMENTS

OPTIONAL

**CHANGE
TO
BASIC**

SUPPLEMENTS

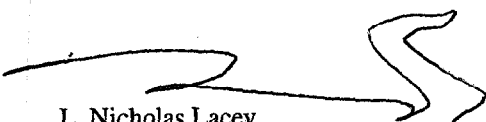
OPTIONAL

FOREWORD

This order is to be used as policy for administering all parachute rigger oral and practical tests. This order provides standardized procedures which shall be used by persons responsible for administering parachute rigger oral and practical tests. Compliance with these standardized procedures will assure that applicants meet a satisfactory level of competence and workmanship required for certification. This order stresses the Federal Aviation Administration's (FAA's) policy of placing greater emphasis on the parachute rigger oral and practical tests. This order does not relieve FAA personnel from the responsibility of instructing and guiding designated parachute rigger examiners (DPRE's).

The standardized procedures contained in this order apply to DPRE's and FAA Aviation Safety Inspectors (Airworthiness) (hereafter referred to as inspectors) authorized to conduct parachute rigger oral and practical tests. This order concerns the administration of parachute rigger oral and practical tests. This order also applies to all inspectors who approve/disapprove application and testing files for parachute riggers. This order supersedes all previous versions of this order.

Changes to this order and additional instructions will be issued as necessary to meet changing conditions and new regulations or procedures. All persons issued this order will be expected to insert changes as they are received.



L. Nicholas Lacey
Director, Flight Standards Service

TABLE OF CONTENTS

	PAGE
CHAPTER 1. INTRODUCTION.....	1-1
1-1. PURPOSE.....	1-1
1-2. DISTRIBUTION	1-1
1-3. CANCELLATION	1-1
1-4. EXPLANATION OF CHANGES	1-1
1-5. GENERAL.....	1-2
1-6. PARACHUTE RIGGER CERTIFICATION POLICY	1-2
1-7. DESIGNATIONS ISSUED	1-2
1-8. DESIGNEE MATERIALS	1-2
1-9. SECURITY.....	1-2
1-10. INFORMATION CURRENCY.....	1-2
CHAPTER 2. SELECTION AND DESIGNATION OF DPPE'S.....	2-1
2-1. SELECTION.....	2-1
2-2. GENERAL REQUIREMENTS FOR DESIGNATION	2-1
2-3. DELEGATION/RECISION OF A DPPE AUTHORIZATION	2-1
2-4. TERMINATION.....	2-2
CHAPTER 3. DPPE TRAINING, SUPERVISION, AND RENEWAL	3-1
3-1. TRAINING	3-1
3-2. RECURRENT TRAINING	3-1
3-3. SUPERVISION	3-1
3-4. EXPIRATION	3-1
3-5. RENEWAL.....	3-1
3-6. KNOWLEDGE AND SKILL.....	3-2
CHAPTER 4. DPPE PRIVILEGES AND LIMITATIONS	4-1
4-1. PRIVILEGES	4-1
4-2. LIMITATIONS.....	4-1
4-3. GEOGRAPHICAL AREA	4-1
CHAPTER 5. CONDUCTING AND GRADING TESTS.....	5-1
5-1. PREPARATION.....	5-1
5-2. APPLICANT ELIGIBILITY	5-1
5-3. EVALUATING APPLICANT PERFORMANCE	5-2
5-4. CONDUCTING THE TESTS	5-3
5-5. RECORDING THE RESULTS OF TESTS	5-4
5-6. WHEN THE APPLICANT PASSES	5-4
5-7. APPLICANTS UNDER 18 YEARS OF AGE	5-4
5-8. WHEN THE APPLICANT FAILS.....	5-5
5-9. DISPOSITION OF FILES	5-5
5-10. ISSUANCE OF FAA FORM 8060-4 BY A DPPE WHEN ORAL AND PRACTICAL TESTS ARE NOT ADMINISTERED	5-5
5-11. ASSIGNMENT OF SEAL SYMBOL.....	5-6
5-12. RECONSTRUCTION OF A LOST CERTIFICATION FILE	5-6

APPENDIX 1. EXAMPLE FORMS (11 PAGES)	1
FIGURE 1-1 — FAA FORM 8610-2, AIRMAN CERTIFICATE AND/OR RATING APPLICATION Typical entries for senior parachute rigger	1
FIGURE 1-2 — FAA FORM 8610-2, AIRMAN CERTIFICATE AND/OR RATING APPLICATION Typical entries for master parachute rigger	2
FIGURE 1-3 — FAA FORM 8610-2, AIRMAN CERTIFICATE AND/OR RATING APPLICATION (REVERSE SIDE) Typical entries for senior parachute rigger	3
FIGURE 1-4 — FAA FORM 8610-2, AIRMAN CERTIFICATE AND/OR RATING APPLICATION (REVERSE SIDE) Typical entries when applicant is under 18 years of age	4
FIGURE 1-5 — EXAMPLE STATEMENT OF ADDITIONAL INSTRUCTION	5
FIGURE 1-6 — AIRMAN COMPUTER TEST REPORT FOR RIG	6
FIGURE 1-7 — FAA FORM 8060-4, TEMPORARY AIRMAN CERTIFICATE Original issuance with social security number not provided	7
FIGURE 1-8 — FAA FORM 8060-4, TEMPORARY AIRMAN CERTIFICATE Although this is an original issuance, the superseded airman certificate block will be used if the applicant holds a senior parachute rigger certificate	8
FIGURE 1-9 — FAA FORM 8060-4, TEMPORARY AIRMAN CERTIFICATE Original issuance using social security number as certificate number	9
FIGURE 1-10 — FAA FORM 8060-4, TEMPORARY AIRMAN CERTIFICATE Reissuance retaining original certificate number	10
FIGURE 1-11 — EXAMPLE TEST PLANNING SHEET	11
APPENDIX 2. INSTRUCTIONS FOR COMPLETING FAA FORM 8610-2, AIRMAN CERTIFICATE AND/OR RATING APPLICATION (8 PAGES)	1
FIGURE 2-1 — PRIVACY ACT	1
FIGURE 2-2 — TOP SECTION	1
FIGURE 2-3 — BLOCK I—APPLICANT INFORMATION	2
FIGURE 2-4 — BLOCK II—CERTIFICATE OR RATING APPLIED FOR ON BASIS OF —	4
FIGURE 2-5 — BLOCK III—RECORD OF EXPERIENCE	5
FIGURE 2-6 — BLOCK IV—APPLICANT'S CERTIFICATION	6
FIGURE 2-7 — BLOCK V—I FIND THIS APPLICANT MEETS THE EXPERIENCE REQUIREMENTS OF FAR 65 AND IS ELIGIBLE TO TAKE THE REQUIRED TESTS	7
FIGURE 2-8 — FOR FAA USE ONLY	7
FIGURE 2-9 — FAA INSPECTOR'S REPORT	7
APPENDIX 3. NATIONALITY (CITIZENSHIP) TO BE USED TO COMPLETE BLOCK I OF FAA FORM 8610-2, AIRMAN CERTIFICATE AND/OR RATING APPLICATION (3 PAGES)	1

CHAPTER 1. INTRODUCTION

1-1. PURPOSE. This order is to be used as policy for administering all parachute rigger oral and practical tests. This order provides standardized procedures which shall be used by persons responsible for administering parachute rigger oral and practical tests. Compliance with these standardized procedures will assure that applicants meet a satisfactory level of competence and workmanship required for certification. This order stresses the FAA's policy of placing greater emphasis on the parachute rigger oral and practical tests. This order does not relieve FAA personnel from the responsibility of instructing and guiding Designated Parachute Rigger Examiners (DPRE's).

1-2. DISTRIBUTION. This order is distributed to the division level in the Office of Flight Standards; to all Flight Standards District Offices (FSDO's); to all International Field Offices (IFO's); and to all DPRE's.

1-3. CANCELLATION. This order cancels Order 8610.5G, Parachute Rigger Examiner Handbook, dated July 13, 1999.

1-4. EXPLANATION OF CHANGES. This order contains the following revisions:

a. Paragraph 2-1a. Removed reference to "parachute lofts." Replaced the following phrase: "...recommendations of parachute lofts, airport managers, and other knowledgeable members of the aviation..." with the following phrase: "...recommendations from knowledgeable members of the aviation..."

b. Chapter 2, paragraph 2-1a. Broke this paragraph and made part of it paragraph 2-1b.

c. Chapter 2, paragraph 2-1b. Adds this paragraph to clarify the renewal and/or reinstatement information.

d. Chapter 2, paragraph 2-1c. This paragraph becomes paragraph 2-1c. after the addition of information clarifying renewal and/or reinstatement information.

e. Chapter 3, paragraph 3-1d. Adds the following sentence, "However, the DPRE must ensure the applicant has been authorized to test by the DPRE's supervising FSDO."

f. Chapter 4, paragraph 4-2b. Provides additional limitations on examiners, excluding them from having any relationship to the computer knowledge test process.

g. Chapter 4, paragraph 4-2k. Adds a paragraph to discuss temporarily suspending a test.

h. Chapter 5, NOTE after paragraph 5-2b.(1). Clarifies information for completing block V of FAA Form 8610-2.

i. Chapter 5, paragraph 5-4a.(7). Adds this paragraph which does not allow the applicant to use reference material during an oral test.

j. Chapter 5, paragraph 5-4b.(5). Adds this paragraph which limits the amount of reference material the applicant can use during a practical test.

k. Chapter 5, paragraph 5-8c. Removed the following sentence: "DO NOT hold the file until retesting." To emphasize the importance of this information, it is now a NOTE after paragraph 5-8c.

l. Chapter 5, NOTE after paragraph 5-8c. Adds the following NOTE to emphasize the importance of this information: "NOTE: Do NOT hold the file until retesting."

m. Chapter 5, paragraph 5-9d.(1)(g). Added the words "...or Seal Symbol Identification Characters..."

n. Appendix 1, Figures 1-1 through 1-3. Changes all dates to reflect eight-digit numerical characters instead of six-digit numerical characters.

o. Appendix 1, Figure 1-4. Removes the telephone number from the REMARKS area. Changes all dates to reflect eight-digit numerical characters instead of six-digit numerical characters.

p. Appendix 1, Figures 1-7 through 1-10. Changes all dates to reflect eight-digit numerical characters instead of six-digit numerical characters.

q. Appendix 2, Item 1.f. Changes all dates to reflect eight-digit numerical characters instead of six-digit numerical characters.

r. Appendix 2, Item 4.c.(1). Changes all dates to reflect eight-digit numerical characters instead of six-digit numerical characters.

s. Appendix 2, Item 4.k.(1). Changes the "field length" to "33 characters."

t. Appendix 2, Item 6.b.(3)(a). Changes all dates to reflect eight-digit numerical characters instead of six-digit numerical characters.

u. Appendix 2, Item 8.b. Changes all dates to reflect eight-digit numerical characters instead of six-digit numerical characters.

v. Appendix 2, Item 10.b.(1). Changes all dates to reflect eight-digit numerical characters instead of six-digit numerical characters.

1-5. GENERAL. The procedures contained in this order apply to DPRE's and to inspectors authorized to conduct parachute rigger oral and practical tests. The test consists of oral questions and practical projects in each of seven subject areas:

- a. Certification.
- b. Privileges, Limitations, and Operating Rules.
- c. Packing Parachutes.
- d. Parachute Operation and Care.
- e. Parachute Construction Details.
- f. Parachute Repair.

Parachute Alteration.

1-6. PARACHUTE RIGGER CERTIFICATION POLICY. Greater emphasis must be placed on the parachute rigger oral and practical tests to determine if an applicant's performance is acceptable or unacceptable. The primary discriminator in the parachute rigger certification process is the oral and practical test. The level of basic parachute rigger skills desired by the FAA will be assured if a standard grading criterion is used to evaluate applicants and if tests are conducted with objectivity.

1-7. DESIGNATION ISSUED. One designation, parachute rigger examiner, will be issued. The DPRE conducts senior and master parachute rigger oral and practical tests for the parachute types for which the DPRE is rated.

1-8. DESIGNEE MATERIALS. The supervising FSDO should provide each designee with supplies appropriate to the designation. The following supplies are necessary for the performance of DPRE duties and must be returned to the supervising FSDO when the designation is surrendered or terminated. Materials should be issued to the designee before the designee attends the Initial Technical Airman Examiner Standardization Seminar.

a. Order 8610.5H, Parachute Rigger Examiner Handbook.

b. Parachute Rigger Oral and Practical Test.

NOTE: Oral and practical test booklets will be obtained by the supervising FSDO from the Printing and Distribution Branch (AMI-700B) located in Oklahoma City, Oklahoma.

c. FAA Form 8610-2, Airman Certificate and/or Rating Application, (Stock No. 0052-00-026-8004).

d. FAA Form 8060-4, Temporary Airman Certificate, (Stock No. 0052-00-049-5001).

e. Title 14 of the Code of Federal Regulations (14 CFR) Part 65, Certification: Airmen Other Than Flight Crewmembers.

f. 14 CFR Part 183, Representatives of the Administrator.

1-9. SECURITY. Each DPRE is responsible for establishing and carrying out appropriate security procedures.

a. **Importance of Security.** The security of the parachute rigger oral and practical test booklet is important to prevent compromise and to ensure that airman applicants meet the aeronautical skill standards for parachute rigger certificates and ratings. The contents of the oral and practical test booklet shall not be deliberately given to persons who are not authorized representatives of the Administrator. Any public request for material in the test booklet shall be referred to the supervising FSDO.

(1) The oral and practical test booklet may bear the DPRE's name, address, or any other identifying markings.

(2) The oral and practical test booklet may be reassembled, marked, highlighted, or notated by the DPRE as necessary to make it a convenient, functional document.

(3) If the oral and practical test booklet is lost, stolen, destroyed, or becomes unusable, the DPRE must immediately notify the supervising FSDO.

b. FAA Form 8060-4. The DPRE must assure adequate security of FAA Form 8060-4.

1-10. INFORMATION CURRENCY.

a. **Any deficiencies found, clarifications needed, or improvements to be suggested regarding the content of this order shall be forwarded for consideration to:** FAA; **ATTN: Designee Standardization Branch (AFS-640);** P.O. Box 25082; Oklahoma City, OK 73125-0082. Your assistance is welcome. FAA Form 1320-19, Directive Feedback Information, is attached to this order for your convenience. If an interpretation is urgently needed, call the originating office, AFS-640, for guidance at (405) 954-4220. Please use the attached FAA Form 1320-19 as a followup to any verbal conversation.

b. **Use the OTHER COMMENTS block on** FAA Form 1320-19 to provide a complete explanation of why the suggested change is necessary. However, you may correct, as necessary, a copy of the pertinent information, or provide a handwritten note for consideration.

CHAPTER 2. SELECTION AND DESIGNATION OF DPRE'S

2-1. SELECTION.

a. Applicants for a DPRE designation are selected by the supervising FSDO's when the need for a DPRE has been recognized. When making a selection of approved candidates, careful consideration is given to the recommendations from knowledgeable members of the aviation community. FAA Form 8110-28 shall be completed by the applicant. The FAA Form 8110-28 will be sent to the National Examiner Board (NEB) for review of general qualifications. If general qualifications are met, the applicants will be ranked against other applicants by the NEB. The applicant will then be notified by the NEB to take a computer knowledge test. Once the computer knowledge test is successfully completed, the applicant officially becomes a candidate and is placed in the candidate pool. The FSDO or IFO will notify the NEB when a need for an examiner exists.

b. Examiners applying for reinstatement shall submit the completed application form directly to the designating FSDO or IFO. Reinstatement shall be accomplished only by the FSDO or IFO that previously had jurisdiction over the applicant. Former designees who relocate to another FSDO or IFO and request reinstatement shall be treated as initial applicants and will be required to submit an application to the NEB for initial evaluation and recommendation. Examiners holding a valid and current designation who wish to relocate to a different geographical area, providing there is no break in service and the receiving FSDO or IFO agree to the transfer, may do so without applying to the NEB. However, the examiner shall submit a new application to the receiving FSDO or IFO.

c. A DPRE may be designated to serve outside the U.S. provided such designation will serve U.S. citizens abroad and the DPRE's activities can be properly supervised by a supervising IFO. Limitations may be placed on the DPRE as provided by current FAA policy regarding the certification of airmen outside the U.S.

2-2. GENERAL REQUIREMENTS FOR DESIGNATION.

- a. A minimum age of 23 years.
- b. Show evidence of a high level of knowledge in the subject areas required for parachute rigger certification.
- c. Have held a valid master parachute rigger certificate for 2 years.

d. Have been actively exercising the privileges of a valid master parachute rigger certificate for 2 years immediately prior to designation.

e. Have a good record as a parachute rigger and a person engaged in the industry and community with a reputation for honesty and dependability.

f. Have satisfactorily completed an Initial Technical Airman Examiner Standardization Seminar before his or her appointment as a DPRE.

g. Have a fixed base of operation adequately equipped to test all level 1, level 2, and level 3 practical projects in each subject area.

(1) The fixed base of operation, equipment, and materials must be adequate for an applicant to demonstrate the basic skills for the certificate and rating sought. The supervising FSDO will monitor the status of equipment periodically to insure compliance.

(2) Tools, equipment, current publications, materials, etc., required to complete a project assignment must be the type recommended by parachute manufacturers or accepted in the industry.

(3) An applicant must be tested in each subject area; therefore, each fixed base of operation must have equipment and materials to support testing in each subject area for the designation held.

2-3. DELEGATION/RECISION OF A DPRE AUTHORIZATION. Title 49, U.S. Code Section 44702, as amended, empowers the Administrator to delegate to private persons any function relating to the examination, inspection, and testing of airman applicants, subject to any regulation, supervision, and review which the Administrator may prescribe. Under the provisions of this section and FAA directives, the Administrator may rescind any such delegation at any time and for any reason deemed appropriate. The Administrator may determine that such a delegation should not be renewed for any reason deemed appropriate.

a. **Proposed termination or nonrenewal.** The FSDO should provide the DPRE with notice and an opportunity to respond to a proposed action to terminate or not to renew a designation. 14 CFR part 183, section 183.15(d) contains the general conditions under which designations are terminated.

b. Notification. The designee should be notified in writing of the reason(s) for the proposed action. The reason(s) cited should be as specific as possible. The notification should cite any applicable rule and/or handbook guidance. When the reasons are supported by examples of unacceptable conduct, examples should be stated. The reasons cited may be supported by documented surveillance or the results of other investigations; however, supporting documents will not be included with the notification to the DPRE.

c. Option to respond. The written notification should give the designee the option to respond in writing or in person. The designee may elect to be accompanied by counsel if responding in person. A record may be made of any meeting held.

(1) The record of any meeting with the DPRE may be in the form of notes taken by a secretary during the meeting, a summary written by the staff of the FSDO after the meeting, or another method.

(2) A copy of the record should be sent to the DPRE by the supervising FSDO. The DPRE may submit comments or propose corrections to the record.

d. FSDO manager's decision. The FSDO manager's decision regarding the termination or nonrenewal of a designation should be provided to the DPRE in writing. The written notification to the DPRE should indicate the reasons for the termination or nonrenewal. The DPRE may request a review of the matter by the regional Flight Standards division manager. If the DPRE wishes to have the regional Flight Standards division manager review the matter, the DPRE must make the request for the review in writing or in person within 10 days of receipt of the written notification of the FSDO manager's decision.

e. Division manager's decision. If the DPRE requests a review by the regional Flight Standards division manager, the DPRE should be advised that the Flight Standards division manager's decision is final. The DPRE will be notified of the Flight Standards division manager's decision and the reasons for that decision.

2-4. TERMINATION. Termination of a DPRE's designation for reasons other than insufficient need for the DPRE's services should be initiated when other means of ensuring the DPRE's conformance to standards are unsuccessful, unfeasible, or inappropriate.

a. Reasons for termination. A designation is terminated by the Administrator for any of the following reasons:

(1) For any reason the Administrator considers appropriate;

(2) Upon the written request of the DPRE;

(3) When there is no longer a need for the DPRE's services; and

(4) Upon a finding by the Administrator that the DPRE has not properly performed the DPRE's duties.

b. Examples. The following are examples of deficiencies in a DPRE's performance of duties:

(1) Unsatisfactory performance in any phase of DPRE duties or responsibilities, including the inability to accept or carry out the supervising FSDO's instructions;

(2) Any actions by the DPRE that may reflect discredit on the FAA, such as misuse of the designation or failure to maintain a reputation for integrity and dependability in the industry and the community;

(3) The inability of the DPRE to work harmoniously with FSDO personnel or the public;

(4) Evidence that the DPRE's general and/or professional qualifications and requirements were not met at the time of the original designation or at any time thereafter;

(5) A DPRE's inability to demonstrate satisfactory performance during a knowledge and skill evaluation or during an initial or recurrent examiner or job function seminar; or

(6) A DPRE's failure to maintain, or inability to demonstrate, qualifications for any certificate, rating, or examiner designation held.

c. Documentation. Deficiencies in a DPRE's performance should be documented by the FSDO. The DPRE should be notified of these deficiencies and given an opportunity to correct the deficiencies within a 90-day period. The DPRE should be advised by the FSDO that continued poor performance constitutes grounds for termination of the DPRE's designation.

d. Voluntary surrender. A DPRE may voluntarily surrender a designation at any time. This voluntary surrender should be made in writing and be accompanied by the DPRE's FAA Form 8430-9, Certificate of Authority.

CHAPTER 3. DPRE TRAINING, SUPERVISION, AND RENEWAL

3-1. TRAINING. Prospective DPRE's shall satisfactorily complete the Initial Technical Personnel Examiner Standardization Seminar before initial designation. Following the standardization seminar, the DPRE shall be coached by personnel from the supervising FSDO in all procedures relevant to the DPRE's duties. The assigned inspector should be present during the first oral and practical tests conducted by the DPRE to provide guidance and training, and to inform the DPRE of the proper test procedures. Specific items of emphasis during the period of training and indoctrination are:

a. Direction and Guidance. The DPRE is expected to call upon the supervising FSDO for advice and guidance, as necessary, for the performance of assigned responsibilities in accordance with prescribed procedures.

b. Reference Materials. The DPRE is expected to have ready access to current rules appropriate to parachute rigger certification.

c. Instruction. The DPRE shall receive specific instructions from the supervising FSDO in the proper conduct of oral and practical tests, the execution of the necessary forms, and the proper routing of certification files. The supervising FSDO should resolve DPRE questions on issues which are not made clear in this order.

d. Availability. DPRE's are expected to make DPRE services available to all applicants on an equitable basis regardless of who trained the applicant or the applicant's geographic area of residence. However, the DPRE must ensure the applicant has been authorized to test by the DPRE's supervising FSDO.

e. Professional Conduct. Each DPRE must represent the Administrator in a manner which will reflect credit on the FAA and must exercise care with respect to the applicant as follows:

(1) Honor appointments made as promptly as possible.

(2) Arrange to conduct the oral test in private with the applicant.

(3) Give undivided attention to the applicant during the testing period.

(4) Assure that discussion following any test is in private and is confidential.

f. Proficiency. A DPRE must maintain a high degree of knowledge in the subject areas required for parachute rigger certification and evaluation techniques.

3-2. RECURRENT TRAINING. Each DPRE is encouraged to attend safety meetings, parachute rigger seminars, and other programs contributing to the techniques of parachute maintenance and packing. The DPRE's shall schedule themselves once every 2 years for a Recurrent Technical Personnel Examiner Standardization Seminar and notify the supervising FSDO. Satisfactory completion of the Initial Technical Personnel Examiner Standardization Seminar is a prerequisite for enrollment in a Recurrent Technical Personnel Examiner Standardization Seminar. Attendance at a Recurrent Technical Personnel Examiner Standardization Seminar is mandatory.

3-3. SUPERVISION. Each DPRE operates under the direct supervision of the FSDO which holds the designation file.

a. Inspectors who supervise the activities of DPRE's will always welcome the opportunity to discuss procedures and standards with DPRE's upon request to resolve any questions.

b. Inspectors who supervise the activities of DPRE's will observe each new DPRE conducting oral and practical tests to determine that the DPRE is familiar with current procedures and standards.

c. When the performance of a parachute rigger who has been tested by a DPRE is found unsatisfactory or other evidence reveals deficient performance by the DPRE, a check of the DPRE's knowledge and certification procedures may be requested by the supervising FSDO.

d. DPRE's shall submit certification files to the supervising FSDO regardless of test results (pass, fail, or test not completed) **within 5 calendar days** of the test date.

3-4. EXPIRATION. All designations expire on October 31 of each year. Those issued in October will expire the following October. The expiration date is shown on FAA Form 8430-9 that is issued to each DPRE.

3-5. RENEWAL. A designation will be renewed when the supervising FSDO has determined that a need still exists for a DPRE and that the DPRE meets the requirements for renewal. The DPRE shall be notified, and a new FAA Form 8430-9 will be issued. Renewal of DPRE's is not automatic. Renewal may be denied for any reason listed in paragraph 2-4.

a. A meeting of DPRE's shall be held by each supervising FSDO or IFO annually to discuss DPRE procedures, problems, and designation renewal. At the

discretion of the manager of the supervising FSDO or IFO, this meeting may be held in conjunction with the Recurrent Technical Personnel Examiner Standardization Seminar. All FSDO inspectors having authority for DPRE's or who approve or review airman applications shall attend the Recurrent Technical Personnel Examiner Standardization Seminar.

b. The requirements, as listed in paragraph 2-2, for the designation must be maintained by each designee when conducting tests.

c. All DPRE's must have satisfactorily completed the Initial Technical Personnel Examiner Standardization Seminar.

d. In addition to completion of the Initial Technical Personnel Examiner Standardization Seminar, DPRE's must have satisfactorily completed a Recurrent Technical Personnel Examiner Standardization Seminar within the preceding 2 years. If necessary, the supervising FSDO may extend the 2-year recurrent training requirement. However, this extension shall not exceed 12 additional months. The DPRE shall schedule himself or herself for recurrent training.

e. The DPRE shall present the completed renewal file to the supervising FSDO or IFO 45 days prior to renewal. The renewal file shall include:

(1) A new FAA Form 8110-28, Application and Statement of Qualification (DME-DPRE), with the appropriate blocks completed.

(2) A current FAA Form 8430-9, Certificate of Authority.

(3) A record of all oral and practical tests conducted since the issuance or last renewal of designation.

(4) A Certificate of Training from a Technical Personnel Examiner Standardization Seminar.

f. The supervising FSDO will approve the application for renewal by completing the appropriate blocks on page 4 of FAA Form 8110-28.

(1) **Action:** Select "Renewal."

(2) **Date of Last Report:** Enter date.

(3) **The examiner continues to meet the criteria for the original designation. Select "YES."**

(4) **The examiner meets the criteria for the additional authorization sought. Select "NOT APPLICABLE."**

(5) **There is a need for the examiner's services. Select "YES."**

(6) **Inspector's Recommendation: Select "APPROVE."**

(7) **Supervising Flight Standards District Office Action: Select "APPROVE."**

(8) **Remarks:** Enter remarks.

(9) Return to center of page 4, to the block which reads **Principal Maintenance Inspector Signature:** Enter signature.

(10) **Date:** Enter date.

(11) **Supervising Flight Standards District Office Management Action: Select "APPROVE."**

(12) **Remarks:** Enter remarks.

(13) **Manager, Flight Standards District Office Signature:** Enter signature.

(14) **Date:** Enter date.

g. After completing the application for renewal, retain the completed application for the office files.

h. Enter the information into the Vital Information System (VIS), and verify that the information is correct. If you have any questions, you may contact the Aviation Data Systems Branch, AFS-620.

3-6. KNOWLEDGE AND SKILL. The determination that the DPRE's knowledge and application of current procedures and standards are adequate for renewal of the designation may be based upon the DPRE's attendance at a meeting or seminar conducted for the purpose of standardization. At the discretion of the supervising FSDO, observation by an inspector of a DPRE's conduct of an oral and/or a practical test may be required. It is important for a DPRE to require, of the applicants tested, a level of competency high enough to ensure that safety will not be compromised, yet one that can be realistically met by qualified applicants.

CHAPTER 4. DPRE PRIVILEGES AND LIMITATIONS

4-1. PRIVILEGES. A DPRE is authorized to:

- a. Accept FAA Form 8610-2 for parachute rigger certificates and ratings.
- b. Conduct parachute rigger oral and practical tests appropriate to FAA Form 8430-9 held by the DPRE.
- c. Charge the applicant a reasonable fee for services and materials. The amount of the fee requested, and conditions concerning passing or failure as it applies to the fee, should be clearly understood before an FAA Form 8610-2 is accepted by the DPRE.

d. Issue temporary parachute rigger certificates to applicants who have been tested and found qualified for the certificate or rating sought. This privilege may be retained by the supervising FSDO.

4-2. LIMITATIONS. A DPRE shall not:

- a. Conduct oral and practical tests at locations not listed as a base of operation on the current FAA Form 8430-9 held by the DPRE, unless authorized by the supervising FSDO.
- b. Conduct or monitor any portion of computer knowledge tests.
- c. Reissue or amend any expired FAA Form 8060-4.
- d. Endorse, amend, alter, or issue any permanent airman certificate.
- e. Administer oral and practical tests simultaneously to more than one applicant at a time.
- f. Exempt any applicant from testing in all subject areas of the test for any rating sought.
- g. Combine teaching with testing during the testing of an applicant.
- h. Conduct oral and practical tests unless an applicant presents proof of eligibility as prescribed in part 65.
- i. Conduct oral and practical tests at the base of operation that appears on the DPRE's FAA Form 8430-9 if the base is not adequately equipped with available equipment and material when the tests are conducted.

j. Conduct oral and practical tests unless the applicant has passed the required computer knowledge tests.

k. Conduct any oral and practical tests unless the FSDO having surveillance authority over the DPRE has authorized the applicant to test in that district. This authorization must take place by affixing an appropriate signature on FAA Form 8610-2, Airman Certificate and/or Rating Application, or through other written means if the application has already been authorized by an inspector in another geographic location.

l. Temporarily suspend a test to allow applicant further study, then continue the same test at a later time.

4-3. GEOGRAPHICAL AREA.

a. DPRE's wanting to administer oral and practical parachute rigger tests outside the geographical area of the DPRE's supervising FSDO must:

- (1) Request authorization in writing from the DPRE's supervising FSDO and the FSDO in the district where the tests will be conducted.
- (2) Provide these FSDO's with the date and address of the testing site in writing.
- (3) Make the request in a timely manner prior to the test date.
- (4) Arrange for and prove to the FSDO in the district where the temporary test site is located that the DPRE has available adequate facilities, equipment, current publications and materials for testing applicants to demonstrate the basic skills necessary for the certificate and/or rating(s) sought.

b. When permission is granted to the DPRE to administer oral and practical tests in the area of jurisdiction of another FSDO:

- (1) The DPRE then comes under the jurisdiction of that FSDO.
- (2) Certification files must be submitted to that FSDO.

c. Requests for testing outside the DPRE's respective regional geographic area will be denied.

CHAPTER 5. CONDUCTING AND GRADING TESTS

5-1. PREPARATION. DPRE's shall notify the supervising FSDO or IFO prior to conducting all oral and practical tests. **The supervising FSDO or IFO can establish local procedures concerning when notifications are required and the type of notifications required.** Plan ahead! Since applicants may have widely differing backgrounds, it will be necessary to review the applicant's experience in order to select appropriate oral questions and practical projects. Try to ask questions and assign projects that will be fair and yet cover all subject areas necessary for certification.

a. A reasonable fee may be charged each applicant for the DPRE's service in administering the oral and practical tests, for handling the forms and reports incident to the issuance of a parachute rigger certificate, and for the use of the DPRE's facilities, equipment, and materials. A mutual understanding and agreement of the total fee to be charged for the DPRE's services should be reached before the tests are begun. An agreement in writing may be to the advantage of both the DPRE and the applicant.

b. The questions and projects listed in the parachute rigger oral and practical test booklet should be used to administer the oral and practical tests. Substitute questions and projects covering the same general areas may be used if necessary because of differences in available equipment, applicant experience, etc. In such cases, use the performance standard and level of the similar project to determine acceptable performance.

c. Test in each subject area required for the rating sought, even though the applicant may not have used some of the skills in past or present jobs. An applicant must be able to show satisfactory performance in each subject area covered by the test.

d. There is no standard length of time prescribed for parachute rigger oral and practical tests. However, the testing period must be long enough to make a valid determination in each subject area for the rating sought. Before starting the test, advise the applicant when the day's activities will be terminated and when testing will resume if more than 1 day is needed. Testing times are for both the oral and practical tests.

e. Two originals of FAA Form 8610-2 must be received from the applicant before testing begins. FAA Form 8610-2 shall be completed in accordance with Appendix 2, Instructions for Completing FAA Form 8610-2, Airman Certificate and/or Rating Application, found in this order. The DPRE or inspector

should provide FAA Form 8610-2, and give detailed instructions for completing it correctly. (Inspector or DPRE shall copy appendix 2 of this order to provide to the applicant until FAA Form 8610-2 is revised with written instructions attached.) The applicant must be advised to read and remove the supplemental information (PRIVACY ACT) attached to FAA Form 8610-2. (See appendix 2, figure 2-1 for examples.)

NOTE: All signatures shall be original, in dark ink, with the name printed in dark ink or type written below or next to the signature.

f. Progressive tests are not to be given. Although it may be necessary to continue a test for more than 1 day, tests should not be allowed to continue for long periods of time.

5-2. APPLICANT ELIGIBILITY. Applicants will be required to furnish identification with a photograph and a signature. If FAA Form 8610-2 is completed at a FSDO, the approving inspector will record the method of identification in the REMARKS area of FAA Form 8610-2. The DPRE will verify the applicant's identification prior to testing. If means of identification was provided in the REMARKS area, the DPRE will verify the identification and initial the inspector's entry. (Sample entry: Oklahoma Drivers License No. 123456789). However, if the means of identification was not previously entered in the REMARKS area, the DPRE will make the entry in the REMARKS area. (See appendix 1, figures 1-3 and 1-12 for examples.) The responsibility for ensuring applicants meet the English language requirements is shared by the designated examiners and aviation safety inspectors. Ultimately, the designated examiner and aviation inspector are required to evaluate each applicant's eligibility, including English fluency, prior to beginning the practical test or accepting an application for an airman certificate or rating. Advisory Circular (AC) 60-28, English Language Skill Standards Required By 14 CFR Parts 61, 63, and 65, provides guidance for airman applicants, designated examiners, and aviation safety inspectors in determining English language skills required for airman certification.

a. Original FAA Form 8610-2.

(1) All applicants claiming civilian and/or military experience as a basis for qualification, must have the experience evaluated and verified by an inspector before taking the required test. The inspector may, as a matter of office procedures, reproduce and retain copies of FAA Form 8610-2 and documented evidence presented by the applicant. The inspector will:

(a) Evaluate the experience documents and verify them, if necessary.

(b) Have the applicant complete FAA Form 8610-2 (two originals). (See appendix 1, figures 1-1 and 1-2 for examples.)

(c) Review FAA Form 8610-2 for completeness, sign and complete block V of FAA Form 8610-2 (both originals), and return them and the experience documents to the applicant, if the applicant meets the experience requirements. Both originals will be retained by the applicant to present to a DPRE or inspector for the oral and practical tests.

(d) Only Aviation Safety Inspectors (airworthiness) are authorized to review and endorse block V of FAA Form 8610-2.

(2) Senior parachute rigger applicants:

(a) Original certificate. Show proof to an inspector or a DPRE of having passed the Senior Parachute Rigger (hereafter referred to as RIG) computer knowledge test by presenting a computerized test report. (See appendix 1, figure 1-6 for an example.)

(b) Adding a rating. Show that an inspector has reviewed the applicant's packing experience and found the applicant eligible under 14 CFR part 65, section 65.123.

(3) Master parachute rigger (hereafter referred to as RMP) applicants:

(a) Original certificate:

1 An applicant who does not hold an RIG certification must show proof to an inspector or a DPRE of having passed the RMP computer knowledge test, by presenting a computerized test report.

2 An applicant who holds a RIG certificate must present the airman certificate and show that an inspector has reviewed the applicant's experience and found the applicant eligible under 14 CFR part 65, section 65.119.

(b) Adding a rating. Show that an inspector has reviewed the applicant's packing experience and found the applicant eligible under section 65.123.

b. Retests. When application is made for a retest after failure of a previous test, the applicant must:

(1) Complete FAA Form 8610-2 (two originals) in accordance with the instructions furnished by the DPRE.

NOTE: FAA Form 8610-2, block V does not need to be signed by an inspector if a copy of the

original FAA Form 8610-2 (with authorizing signature) is attached to the file.

(2) Present an appropriate computerized test report (RIG or RMP) if required.

(3) Present his or her original FAA Form 8610-2 from the previous oral and practical test showing the rating failed.

(4) If the retest is within 30 days of the previous test, present a statement by a person authorized in 14 CFR part 65, section 65.19 that the applicant has received additional instruction for EACH RATING FAILED and that the applicant is ready for retesting. (See appendix 1, figure 1-5 for an example.)

NOTE: This statement is required only when the applicant failed portions of the test.

c. Applicants for retest will be tested in all subject areas of the oral and/or practical tests for the section(s) listed as failed, that was/were not taken, or that has/have expired. Each rating failed must be completely retested. However, applicants who apply for retest within 60 days to the same DPRE who gave the failed test may, at the option of the DPRE, be tested in only the subject areas failed on the previous test.

d. Military Parachute Riggers and former military parachute riggers may be tested in accordance with 14 CFR part 65, section 65.117 at a computer testing center.

5-3. EVALUATING APPLICANT PERFORMANCE. The applicant shall be informed of the level of performance expected before beginning a project. Required performance levels may be found in the oral and practical test booklet.

a. Each subject area must be tested in the oral and practical tests. See chapter 1, paragraph 1-5 for a list of test subject area identifiers. If testing for a rating was terminated, the DPRE will make an appropriate note in the REMARKS area on the reverse side of FAA Form 8610-2.

b. When it becomes obvious during the test that an applicant cannot perform at an acceptable level and has already failed that subject area, the DPRE may discontinue testing in that subject area and go on to the next subject area. There is no maximum number of questions or projects that may be evaluated in each subject area. When it has been determined that the applicant has already failed a subject area, the DPRE may discontinue testing. However, in some cases it may be advantageous to continue the test to the end so the applicant will know his or her strengths and weaknesses when preparing for retest.

c. Include the following in DPRE observations for evaluating applicant performance:

- (1) Approach to the project; use of proper information and tools; preparation of the parachute (or other equipment); and observation of safety precautions being utilized;
- (2) Cleaning, preparing, and protecting parts; skill in handling tools; thoroughness and cleanliness;
- (3) The functions of the units or systems of the assigned project; use of current maintenance repair procedures;
- (4) Final inspection for closing and sealing of parachutes;
- (5) Completion of required forms and records;
- (6) Application of rules; and
- (7) A positive attitude toward safety, manufacturer's recommendations, and acceptable industry practices.

5-4. CONDUCTING THE TESTS.

a. Oral Test.

- (1) The oral test may be conducted before, after, or during any phase of the practical test.
- (2) Test each subject area required for the certificate sought. Oral questions need not necessarily apply to an assigned practical project.
- (3) At least four oral questions in each subject area shall be utilized to evaluate the knowledge of each applicant for the certificate sought. Additional oral questions or exploratory questions may be used, if necessary, to make an objective evaluation. Exploratory questions will not be used to evaluate the applicant for pass/fail of a subject area.
- (4) Questions asked as part of practical project(s) or exploratory-type questions used to determine the best test areas to determine the applicant's qualifications, need not be considered as part of the oral test.
- (5) An applicant's answers to oral questions should show an understanding of the subject and ability to apply knowledge. Do not allow an applicant's skill of oral expression or ability to memorize details affect oral test evaluation.
- (6) Use the oral and practical test booklet to determine if the applicant's answer is acceptable. Be objective in making this determination. The minimum

passing grade is 70 percent of the number of oral questions asked in each subject area. Each subject area must be passed for the certificate sought.

- (7) The applicant must be able to successfully answer oral questions without the use of reference materials.

b. Practical Test.

- (1) Test each subject area for the rating sought. Projects may include more than one subject area at the same time.

(2) The number of projects necessary for each subject area of the practical test must be determined by the DPRE. The number is expected to vary depending upon the skill and experience of the applicant, the facilities available, the specific projects selected, and many other factors that vary with each test. At least one project in each subject area is needed to judge the skill of each applicant.

- (3) The DPRE must personally observe all practical projects being performed by the applicant.

(4) Use the oral and practical test booklet to determine if the applicant's performance of the project is acceptable. Be objective in making this determination. To attain a passing grade, the applicant must meet the performance standard and level for the projects selected in each subject area. If the applicant fails to meet the performance standard and level for a project selected, the DPRE may, at his or her option, give at least four practical projects in that subject area. The minimum passing grade is 70 percent of the number of practical projects selected in each subject area. Each subject area must be passed.

- (5) The applicant or DPRE may provide reference materials for the practical test. These materials must be limited to items such as **unmarked** Title 14 of the Code of Federal Regulations (14 CFR), advisory circulars, manufacturer's maintenance information, and other reference materials acceptable to the Administrator. Under no circumstances will the applicant be allowed to use or refer to study materials provided by any person. Use of nonprogrammable calculators is permitted where appropriate. The "given(s)" listed in the Oral and Practical Test booklet(s) must be available and used for each practical project assigned as part of the practical test.

c. **Test Planning Sheets:** Test planning sheets are required to be completed by the DPRE for each oral and practical test given. Test planning sheets will be retained by the FSDO in accordance with Order 1350.15B, Records Organization, Transfer, and Destruction Standards. After the test is completed, mark

the planning sheets for each oral question and practical project that was assigned. (See appendix 1, figure 1-11.) The local FSDO may also add information to the planning sheets.

5-5 RECORDING THE RESULTS OF TESTS.

Record the final results of oral and practical tests on the reverse side of FAA Form 8610-2. When the applicant has demonstrated an acceptable level of competence, workmanship, and safety, check the PASS box for that rating; otherwise, check the FAIL box. Make all entries in permanent ink. (See procedures listed in paragraph 5-8 if the applicant fails.)

5-6. WHEN THE APPLICANT PASSES. When the applicant has passed all of the subject areas of both the oral and practical tests for the rating, the DPRE and or inspector who administered the tests shall:

a. Enter the date the test was completed, sign the form, and enter his or her designation number in the spaces provided on the reverse side of FAA Form 8610-2 (both originals).

b. Require the applicant to complete the **APPLICANT'S CERTIFICATION** block on the reverse side of FAA Form 8610-2 (both originals), following the DPRE's report. The **APPLICANT'S CERTIFICATION** block is to verify that the applicant still meets the conditions and requirements of 14 CFR part 65, section 65.11 and 14 CFR part 65, section 65.12.

NOTE: At the time of issuance of the Temporary Airman Certificate, the inspector and/or the DPRE shall request a telephone number where the applicant may be reached during the next 120 days in the event of application problems. The telephone number shall be recorded in the **REMARKS** area on the reverse side of FAA Form 8610-2. If a telephone number is not available, enter "NO TELEPHONE." (See appendix 1, figure 1-3 for an example.)

c. Give one original of FAA Form 8610-2 to the applicant.

d. Prepare FAA Form 8060-4 unless otherwise directed by the supervising FSDO. Issue the duplicate copy to the applicant. Forward the original typed copy with the certification file. (See appendix 1, figures 1-7, 1-8, 1-9, and 1-10 for examples.)

(1) Printed ink entries may be used for the applicant's copy; however, a typewritten original, signed by the issuing DPRE, must accompany the certification file which must be forwarded to the supervising FSDO **within 5 calendar days**. The applicant need not sign the copy that is sent to the FSDO, but the DPRE must sign the document.

(2) Social security numbers will be used as a primary means of associating various records and obtaining information on a particular airman. On original issuance, enter the applicant's social security number in block III of FAA Form 8060-4. (See appendix 1, figure 1-9 for an example.) If a social security number is not provided or if the applicant prefers to have a certificate number assigned by AFS-760, enter **PENDING** in block III. (See appendix 1, figure 1-7 for an example.) On reissuance, the previous certificate number will be used in block III. (See appendix 1, figure 1-10 for an example.)

(3) Show the assigned seal symbol in block XIII. (See paragraph 5-11.)

(4) A master parachute rigger will be issued all type ratings that were on the senior parachute rigger certificate, even though tested on only two types.

(5) Request that the applicant turn in the senior parachute rigger certificate, if held, when the applicant is issued a master parachute rigger certificate. Forward the superseded certificate with the certification file.

5-7. APPLICANTS UNDER 18 YEARS OF AGE.

An applicant who meets the requirements of part 65, except for 14 CFR part 65, section 65.113(a)(1), may take the parachute rigger tests. However, the applicant must be informed that if the tests are passed, the parachute rigger certificate will not be issued until the applicant's 18th birthday. For applicants under 18 years of age:

a. Do NOT issue FAA Form 8060-4.

b. On the reverse side of FAA Form 8610-2, under the **REMARKS** area, put the following statement: The applicant is under 18 years of age. Temporary certificate was not issued. (See appendix 1, figure 1-4 for an example.)

c. Send one original of FAA Form 8610-2 to the supervising FSDO within 5 calendar days.

d. Give to the applicant the completed and signed original of FAA Form 8610-2 and appropriate computerized test report.

e. Instruct the applicant that upon reaching 18 years of age, the applicant may present his or her original of FAA Form 8610-2 and appropriate computerized test report to the nearest FSDO or appropriately rated DPRE, whereupon an FAA Form 8060-4 will be issued with appropriate ratings.

f. When the applicant reaches 18 years of age and presents the appropriate documents, the issuing DPRE shall forward the typed original FAA Form 8060-4; FAA Form 8610-2 (this is the original that

was returned to the applicant at the time certification testing was completed); and the appropriate computerized test report to the supervising FSDO **within 5 calendar days** after completion of the file. The APPLICANT'S CERTIFICATION block and the FAA INSPECTOR'S REPORT block are the only entries required. The Airmen Certification Branch, AFS-760, is aware of testing procedures for applicants under 18 years of age. The DPRE or inspector should make a copy of FAA Form 8610-2 for the applicant's records.

5-8. WHEN THE APPLICANT FAILS. When the applicant has failed all or any part of the oral and practical tests:

a. Give a completed and signed original of FAA Form 8610-2 to the applicant. It will serve as notification of the ratings passed or failed. Also, it must be presented to a DPRE for retest. Explain to the applicant that the rating(s) failed will have to be retaken in entirety. (See paragraph 5-2c.)

b. Return to the applicant:

(1) Computerized test report.

(2) FAA Form 8610-2 (original) from all previously failed oral and practical tests.

c. Send the certification file to the supervising FSDO within 5 calendar days.

NOTE: Do NOT hold the file until retesting.

5-9. DISPOSITION OF FILES. DPRE's shall carefully check FAA Form 8610-2 to assure that all entries have been properly made. Have the applicant sign his or her copy of FAA Form 8060-4. Check the certification file before the applicant departs from the testing area.

a. Attachments. Check the boxes for each required attachment on the reverse side of FAA Form 8610-2. Record the number of documents in parenthesis following the attachment's name. (See appendix 1, figure 1-3 for an example.) The FAA cannot issue a permanent airman certificate unless all required documents are completed and on file to support the issuance of the certificate. Files without supporting information or required documents will be returned.

b. Files shall be forwarded to the supervising FSDO within 5 calendar days.

c. The DPRE is encouraged to keep a copy of FAA Form 8610-2 for a record of oral and practical tests administered.

d. If the applicant passes, the DPRE shall provide the following:

(1) To the supervising FSDO:

(a) One original FAA Form 8610-2.

(b) Computerized test report, if required.

(c) FAA Form 8060-4 (typed original).

(d) AC Form 8060-1, Airman Certificate, if test is for added rating or a senior parachute rigger qualifying for master parachute rigger.

(e) If retest, statement complying with section 65.19(b), if retest is within 30 days of previous test.

(f) Test planning sheet.

(g) Seal Symbol Card or Seal Symbol Identification Characters, if applicable.

(2) To the applicant:

(a) FAA Form 8060-4 (duplicate) if the supervising FSDO has authorized the DPRE to issue FAA Form 8060-4.

(b) Original FAA Form 8610-2.

e. If the applicant fails, the DPRE shall provide the following:

(1) To the supervising FSDO:

(a) One original FAA Form 8610-2.

(b) If retest, statement complying with section 65.19(b), if retest is within 30 days of previous test.

(c) Test planning sheet.

(2) To the applicant:

(a) One original FAA Form 8610-2.

(b) Computerized test report, if required.

(c) If retest, FAA Form 8610-2 (original) from previously failed test(s).

f. See the appropriate paragraphs of this order for handling of files for applicants who are under 18 years of age (see paragraph 5-7).

5-10. ISSUANCE OF FAA FORM 8060-4 BY A DPRE WHEN ORAL AND PRACTICAL TESTS ARE NOT ADMINISTERED.

a. A new FAA Form 8610-2 is not required in the following instance. The applicant was under 18 years of age when all the required tests were passed, see 14 CFR part 65, section 65.113(a)(1).

b. **Require the applicant to complete the APPLICANT'S CERTIFICATION block on the reverse side of FAA Form 8610-2 following the DPRE's report. The APPLICANT'S CERTIFICATION block is to verify that the applicant still meets the conditions and requirements of sections 65.11 and 65.12.**

c. **The inspector or DPRE issuing FAA Form 8060-4 and submitting the file should not make any entries above the DPRE's signature on the reverse side of FAA Form 8610-2 (with the exception of the REMARKS area). At this time, make the applicant a machine copy (for use in case the certification file is lost).**

d. **If the applicant meets the requirements of section 65.113 for the certificate requested, the DPRE shall provide the following:**

- (1) To the supervising FSDO:
 - (a) FAA Form 8610-2.
 - (b) Computerized test report, if required.
 - (c) FAA Form 8060-4 (typed original).
- (2) To the applicant:
 - (a) FAA Form 8060-4 (duplicate).
 - (b) A machine copy of the original FAA Form 8610-2 (for use in case the certification file is lost).

5-11. ASSIGNMENT OF SEAL SYMBOL. At the time of initial certification, each parachute rigger will be assigned an identification seal symbol. The FSDO in need

of seal symbols will contact AFS-760 and request seal symbols. AFS-760 will send them a list of seal symbols that can be assigned.

NOTE: When the current supply of FAA Form 3318, Parachute Rigger Seal Symbol Assignment Card, has been used, FAA Form 3318 will be discontinued.

5-12. RECONSTRUCTION OF A LOST CERTIFICATION FILE.

a. **A COPY of the original FAA Form 8610-2, and FAA Form 8060-4 with appropriate signatures on both forms is required. If no copy exists, the information that appeared on the original application shall be provided on a new FAA Form 8610-2 and FAA Form 8060-4, complete with signatures (applicant, DPRE, and inspector).**

b. **AFS-760 will furnish the duplicate test report(s) provided they are furnished with the approximate date(s) of the computer knowledge test(s).**

c. **In the upper right-hand block of FAA Form 8610-2 the wording RECONSTRUCTED FILE must appear in RED INK.**

d. **All information regarding the certification file must be forwarded through the FSDO or IFO to: FAA; ATTN: Airmen Certification Branch (AFS-760); P.O. Box 25082; Oklahoma City, OK 73125-4940.**

APPENDIX 1. EXAMPLE FORMS
FIGURE 1-1. FAA FORM 8610-2, AIRMAN CERTIFICATE AND/OR RATING APPLICATION
 Typical entries for senior parachute rigger.

TYPE OR PRINT ALL ENTRIES IN INK										Form Approved OMB No. 2120-0022																							
<div style="display: flex; justify-content: space-between;"> <div> U.S. Department of Transportation Federal Aviation Administration </div> <div style="text-align: center;"> AIRMAN CERTIFICATE AND/OR RATING APPLICATION </div> </div>																																	
<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> MECHANIC <input type="checkbox"/> AIRFRAME <input type="checkbox"/> POWERPLANT </div> <div> <input type="checkbox"/> REPAIRMAN </div> <div> <input checked="" type="checkbox"/> PARACHUTE RIGGER <input checked="" type="checkbox"/> SENIOR <input checked="" type="checkbox"/> SEAT <input checked="" type="checkbox"/> BACK </div> <div> <input type="checkbox"/> MASTER <input checked="" type="checkbox"/> CHEST <input type="checkbox"/> LAP </div> </div>																																	
(Specify Rating)																																	
APPLICATION FOR: <input checked="" type="checkbox"/> ORIGINAL ISSUANCE <input type="checkbox"/> ADDED RATING																																	
I. APPLICATION INFORMATION	A. NAME (First, Middle, Last) John Paul Jones						K. PERMANENT MAILING ADDRESS 6305 S.W. 59th Street																										
	B. SOCIAL SECURITY NO. 555-55-5555		C. DOB (Mo., Day, Yr.) 08-30-1962		D. HEIGHT 72 IN.		E. WEIGHT 180		NUMBER AND STREET, P.O. BOX, ETC Oklahoma City																								
	F. HAIR Black		G. EYES Brown		H. SEX M		I. NATIONALITY (Citizenship) U.S.A		CITY Oklahoma 73119-9999																								
	J. PLACE OF BIRTH Gas City, Indiana						STATE Oklahoma		ZIP CODE 73119-9999																								
	L. HAVE YOU EVER HAD AN AIRMAN CERTIFICATE SUSPENDED OR REVOKED? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES (If "YES," explain on an attached sheet keying to appropriate item number)						M. DO YOU NOW OR HAVE YOU EVER HELD AN FAA AIRMAN CERTIFICATE? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES SPECIFY TYPE: _____																										
N. HAVE YOU EVER BEEN CONVICTED FOR VIOLATION OF ANY FEDERAL OR STATE STATUTES PERTAINING TO NARCOTIC DRUGS, MARIJUANA, AND DEPRESSANT OR STIMULANT DRUGS OR SUBSTANCES? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES → DATE OF FINAL CONVICTION _____																																	
II. CERTIFICATE OR RATING APPLIED FOR ON BASIS OF—	<input checked="" type="checkbox"/> A. CIVIL EXPERIENCE <input type="checkbox"/> B. MILITARY EXPERIENCE <input type="checkbox"/> C. LETTER OF RECOMMENDATION FOR REPAIRMAN (Attach copy)																																
	<input type="checkbox"/> D. GRADUATE OF APPROVED COURSE (1) NAME AND LOCATION OF SCHOOL _____ (2) SCHOOL NO. _____ (3) CURRICULUM FROM WHICH GRADUATED _____ (4) DATE _____																																
	<input type="checkbox"/> E. STUDENT HAS MADE SATISFACTORY PROGRESS AND IS RECOMMENDED TO TAKE THE ORAL/PRACTICAL TEST (FAR 65.80) (1) SCHOOL NAME _____ NO (2) SCHOOL OFFICIAL'S SIGNATURE _____																																
	<input type="checkbox"/> F. SPECIAL AUTHORIZATION TO TAKE MECHANIC'S ORAL/PRACTICAL TEST (FAR 65.80) (1) DATE AUTH. _____ (2) DATE AUTH. EXPIRES _____ (3) FAA INSPECTOR SIGNATURE _____ (4) FAA DIST OFC. _____																																
	A. MILITARY COMPETENCE OBTAINED IN → (1) SERVICE _____ (2) RANK OR PAY LEVEL _____ (3) MILITARY SPECIALTY CODE _____																																
III. RECORD OF EXPERIENCE	B. APPLICANTS OTHER THAN FAA CERTIFICATED SCHOOL GRADUATES. LIST EXPERIENCE RELATING TO CERTIFICATE AND RATING APPLIED FOR. (Continue on separate sheet, if more space is needed)																																
	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">DATES—MONTH AND YEAR</th> <th rowspan="2">EMPLOYER AND LOCATION</th> <th rowspan="2">TYPE WORK PERFORMED</th> </tr> <tr> <th>FROM</th> <th>TO</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>											DATES—MONTH AND YEAR		EMPLOYER AND LOCATION	TYPE WORK PERFORMED	FROM	TO																
	DATES—MONTH AND YEAR		EMPLOYER AND LOCATION	TYPE WORK PERFORMED																													
	FROM	TO																															
C. PARACHUTE RIGGER APPLICANTS INDICATE BY TYPE HOW MANY PARACHUTES PACKED <table border="1" style="display: inline-table; margin-left: 10px;"> <tr><td>SEAT</td><td>CHEST</td><td>BACK</td><td>LAP</td></tr> <tr><td>45</td><td>60</td><td>100</td><td> </td></tr> </table>											SEAT	CHEST	BACK	LAP	45	60	100																
SEAT	CHEST	BACK	LAP																														
45	60	100																															
FOR MASTER RATING ONLY: <input type="checkbox"/> SENIOR RIGGER <input type="checkbox"/> MILITARY RIGGER																																	
PACKED AS A —																																	
IV. APPLICANT'S CERTIFICATION		I CERTIFY THAT THE STATEMENTS BY ME ON THIS APPLICATION ARE TRUE A. SIGNATURE John P. Jones B. DATE 10-15-1997																															
V. I FIND THIS APPLICANT MEETS THE EXPERIENCE REQUIREMENTS OF FAR 65 AND IS ELIGIBLE TO TAKE THE REQUIRED TESTS.		DATE 10-15-1997 INSPECTOR'S SIGNATURE Walter J. Bridges FAA DISTRICT OFFICE OKC-FSDO-15																															
FOR FAA USE ONLY																																	
Emp.	reg.	D.O.	ssal	con	ss	Act	lev	TR	s.h	Srch	#rts	RATING (1)	RATING (2)	RATING (3)	RATING (4)																		
LIMITATIONS																																	

4/13/01

FIGURE 1-2. FAA FORM 8610-2, AIRMAN CERTIFICATE AND/OR RATING APPLICATION
Typical entries for master parachute rigger.

TYPE OR PRINT ALL ENTRIES IN INK										Form Approved OMB No. 2120-0022																															
U.S. Department of Transportation Federal Aviation Administration																																									
AIRMAN CERTIFICATE AND/OR RATING APPLICATION																																									
<div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <input type="checkbox"/> MECHANIC <input type="checkbox"/> AIRFRAME <input type="checkbox"/> POWERPLANT </div> <div style="width: 30%;"> <input type="checkbox"/> REPAIRMAN </div> <div style="width: 30%;"> <input checked="" type="checkbox"/> PARACHUTE RIGGER <input type="checkbox"/> SENIOR <input type="checkbox"/> SEAT <input checked="" type="checkbox"/> BACK </div> <div style="width: 30%;"> <input checked="" type="checkbox"/> MASTER <input checked="" type="checkbox"/> CHEST <input type="checkbox"/> LAP </div> </div>																																									
(Specify Rating)																																									
APPLICATION FOR: <input checked="" type="checkbox"/> ORIGINAL ISSUANCE <input type="checkbox"/> ADDED RATING																																									
I. APPLICATION INFORMATION	A. NAME (First, Middle, Last) John Paul Jones						K. PERMANENT MAILING ADDRESS 6305 S.W. 59th Street																																		
	B. SOCIAL SECURITY NO. 555-55-5555		C. DOB (Mo., Day, Yr.) 08-30-1962		D. HEIGHT 72 IN.		E. WEIGHT 180		NUMBER AND STREET, P.O. BOX, ETC Oklahoma City																																
	F. HAIR Black		G. EYES Brown		H. SEX M		I. NATIONALITY (Citizenship) U.S.A		CITY																																
	J. PLACE OF BIRTH Gas City, Indiana						Oklahoma		73119-9999																																
							STATE		ZIP CODE																																
II. CERTIFICATE OR RATING APPLIED FOR ON BASIS OF—	L. HAVE YOU EVER HAD AN AIRMAN CERTIFICATE SUSPENDED OR REVOKED? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES (If "YES," explain on an attached sheet keying to appropriate item number)						M. DO YOU NOW OR HAVE YOU EVER HELD AN FAA AIRMAN CERTIFICATE? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES																																		
							SPECIFY TYPE:																																		
	N. HAVE YOU EVER BEEN CONVICTED FOR VIOLATION OF ANY FEDERAL OR STATE STATUTES PERTAINING TO NARCOTIC DRUGS, MARIJUANA, AND DEPRESSANT OR STIMULANT DRUGS OR SUBSTANCES? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES →						DATE OF FINAL CONVICTION																																		
	<input checked="" type="checkbox"/> A. CIVIL EXPERIENCE <input type="checkbox"/> B. MILITARY EXPERIENCE <input type="checkbox"/> C. LETTER OF RECOMMENDATION FOR REPAIRMAN (Attach copy)																																								
	<input type="checkbox"/> D. GRADUATE OF APPROVED COURSE (1) NAME AND LOCATION OF SCHOOL (2) SCHOOL NO. (3) CURRICULUM FROM WHICH GRADUATED (4) DATE																																								
III. RECORD OF EXPERIENCE	E. STUDENT HAS MADE SATISFACTORY PROGRESS <input type="checkbox"/> AND IS RECOMMENDED TO TAKE THE ORAL/PRACTICAL TEST (FAR 65.80)						(1) SCHOOL NAME		NO		(2) SCHOOL OFFICIAL'S SIGNATURE																														
	F. SPECIAL AUTHORIZATION TO TAKE MECHANIC'S ORAL/PRACTICAL TEST (FAR 65.80)						(1) DATE AUTH.		(2) DATE AUTH. EXPIRES		(3) FAA INSPECTOR SIGNATURE																														
											(4) FAA DIST OFC.																														
	A. MILITARY COMPETENCE OBTAINED IN →						(1) SERVICE		(2) RANK OR PAY LEVEL		(3) MILITARY SPECIALTY CODE																														
	B. APPLICANTS OTHER THAN FAA CERTIFICATED SCHOOL GRADUATES. LIST EXPERIENCE RELATING TO CERTIFICATE AND RATING APPLIED FOR. (Continue on separate sheet, if more space is needed)																																								
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">DATES—MONTH AND YEAR</th> <th colspan="2">EMPLOYER AND LOCATION</th> <th colspan="2">TYPE WORK PERFORMED</th> </tr> <tr> <th>FROM</th> <th>TO</th> <th colspan="2"></th> <th colspan="2"></th> </tr> </thead> <tbody> <tr> <td>01-15-1990</td> <td>10-15-1997</td> <td colspan="2">Edmonds Porta-Loft Downtown Air Park, OKC</td> <td colspan="2">Inspected, repaired, and repacked parachutes under the supervision of master rigger John Edmonds.</td> </tr> <tr> <td> </td> <td> </td> <td colspan="2"> </td> <td colspan="2"> </td> </tr> <tr> <td> </td> <td> </td> <td colspan="2"> </td> <td colspan="2"> </td> </tr> </tbody> </table>												DATES—MONTH AND YEAR		EMPLOYER AND LOCATION		TYPE WORK PERFORMED		FROM	TO					01-15-1990	10-15-1997	Edmonds Porta-Loft Downtown Air Park, OKC		Inspected, repaired, and repacked parachutes under the supervision of master rigger John Edmonds.													
DATES—MONTH AND YEAR		EMPLOYER AND LOCATION		TYPE WORK PERFORMED																																					
FROM	TO																																								
01-15-1990	10-15-1997	Edmonds Porta-Loft Downtown Air Park, OKC		Inspected, repaired, and repacked parachutes under the supervision of master rigger John Edmonds.																																					
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4">C. PARACHUTE RIGGER APPLICANTS INDICATE BY TYPE HOW MANY PARACHUTES PACKED</th> <th>SEAT</th> <th>CHEST</th> <th>BACK</th> <th>LAP</th> <th>FOR MASTER RATING ONLY</th> <th colspan="3">PACKED AS A —</th> </tr> </thead> <tbody> <tr> <td colspan="4"> </td> <td> </td> <td>103</td> <td>110</td> <td> </td> <td> </td> <td colspan="3"> <input type="checkbox"/> SENIOR RIGGER <input type="checkbox"/> MILITARY RIGGER </td> </tr> </tbody> </table>												C. PARACHUTE RIGGER APPLICANTS INDICATE BY TYPE HOW MANY PARACHUTES PACKED				SEAT	CHEST	BACK	LAP	FOR MASTER RATING ONLY	PACKED AS A —								103	110			<input type="checkbox"/> SENIOR RIGGER <input type="checkbox"/> MILITARY RIGGER								
C. PARACHUTE RIGGER APPLICANTS INDICATE BY TYPE HOW MANY PARACHUTES PACKED				SEAT	CHEST	BACK	LAP	FOR MASTER RATING ONLY	PACKED AS A —																																
					103	110			<input type="checkbox"/> SENIOR RIGGER <input type="checkbox"/> MILITARY RIGGER																																
IV. APPLICANT'S CERTIFICATION		I CERTIFY THAT THE STATEMENTS BY ME ON THIS APPLICATION ARE TRUE																																							
A. SIGNATURE John P. Jones		B. DATE 10-15-1997																																							
V. I FIND THIS APPLICANT MEETS THE EXPERIENCE REQUIREMENTS OF FAR 65 AND IS ELIGIBLE TO TAKE THE REQUIRED TESTS.		DATE 10-15-1997		INSPECTOR'S SIGNATURE Walter J. Bridges				FAA DISTRICT OFFICE OKC-FSDO-15																																	
FOR FAA USE ONLY																																									
Emp.	reg.	D.O.	seal	con	ss	Act	lev	TR	s.h	Srch	#rte	RATING (1)	RATING (2)	RATING (3)	RATING (4)																										
LIMITATIONS																																									

FIGURE 1-3. FAA FORM 8610-2, AIRMAN CERTIFICATE AND/OR RATING APPLICATION (REVERSE SIDE)

Typical entries for senior parachute rigger.

Results of Oral and Practical Tests

MECHANIC									
I. GENERAL — Airframe and Powerplant									
ORAL TEST	PASS	<input type="checkbox"/>	EXPIRATION DATE:		FAIL	<input type="checkbox"/>			
QUES. NO.									
PRACTICAL TEST	PASS	<input type="checkbox"/>	EXPIRATION DATE:		FAIL	<input type="checkbox"/>			
PROJ. NO.									
II. AIRFRAME STRUCTURES									
ORAL TEST	PASS	<input type="checkbox"/>	EXPIRATION DATE:		FAIL	<input type="checkbox"/>			
QUES. NO.									
PRACTICAL TEST	PASS	<input type="checkbox"/>	EXPIRATION DATE:		FAIL	<input type="checkbox"/>			
PROJ. NO.									
III. AIRFRAME SYSTEMS AND COMPONENTS									
ORAL TEST	PASS	<input type="checkbox"/>	EXPIRATION DATE:		FAIL	<input type="checkbox"/>			
QUES. NO.									
PRACTICAL TEST	PASS	<input type="checkbox"/>	EXPIRATION DATE:		FAIL	<input type="checkbox"/>			
PROJ. NO.									
IV. POWERPLANT THEORY AND MAINTENANCE									
ORAL TEST	PASS	<input type="checkbox"/>	EXPIRATION DATE:		FAIL	<input type="checkbox"/>			
QUES. NO.									
PRACTICAL TEST	PASS	<input type="checkbox"/>	EXPIRATION DATE:		FAIL	<input type="checkbox"/>			
PROJ. NO.									
V. POWERPLANT SYSTEMS AND COMPONENTS									
ORAL TEST	PASS	<input type="checkbox"/>	EXPIRATION DATE:		FAIL	<input type="checkbox"/>			
QUES. NO.									
PRACTICAL TEST	PASS	<input type="checkbox"/>	EXPIRATION DATE:		FAIL	<input type="checkbox"/>			
PROJ. NO.									

PARACHUTE RIGGER			
TYPE	SEAT	PASS <input type="checkbox"/>	FAIL <input type="checkbox"/>
	BACK	PASS <input checked="" type="checkbox"/>	FAIL <input type="checkbox"/>
	CHEST	PASS <input checked="" type="checkbox"/>	FAIL <input type="checkbox"/>
	LAP	PASS <input type="checkbox"/>	FAIL <input type="checkbox"/>
		PASS <input type="checkbox"/>	FAIL <input type="checkbox"/>
REMARKS			

Oklahoma Driver's License 55555555
Telephone (999) 999-9999

DESIGNATED EXAMINER'S REPORT

I have personally tested this applicant in accordance with pertinent procedures and standards, and

I HAVE INDICATED THE RESULT AS:

☒ APPROVED (Temporary Certificate Issued) ☐ APPROVED (Temporary Certificate NOT issued)
☐ DISAPPROVED ☐ FAR 65.80—ORAL/PRACTICAL PASSED

ATTACHMENTS:	<input checked="" type="checkbox"/> REPORT OF WRITTEN TEST (1)	<input type="checkbox"/> SUPERSEDED CERTIFICATE	<input type="checkbox"/> LETTER
	<input checked="" type="checkbox"/> FAA FORM 8610-2 (1)	<input checked="" type="checkbox"/> TEMPORARY CERTIFICATE (1)	<input checked="" type="checkbox"/> SEAL SYMBOL CARD
DATE TEST COMPLETED 10-20-1997	EXAMINER'S SIGNATURE David O. Thompson	DESIGNATION NO. 1902527	

APPLICANT'S CERTIFICATION

THIS BLOCK MUST BE COMPLETED BY THE APPLICANT AT THE TIME OF ISSUANCE OF TEMPORARY CERTIFICATE (FAA FORM 8060-4)

A. HAVE YOU EVER HAD AN AIRMAN CERTIFICATE SUSPENDED OR REVOKED? ☒ NO ☐ YES If "Yes," explain on an attached sheet.

B. HAVE YOU EVER BEEN CONVICTED FOR VIOLATION OF ANY FEDERAL OR STATE STATUTES PERTAINING TO NARCOTIC DRUGS, MARIJUANA, AND DEPRESSANT OR STIMULANT DRUGS OR SUBSTANCES? ☒ NO ☐ YES → DATE OF FINAL CONVICTION

I CERTIFY THAT THE STATEMENTS BY ME ARE TRUE.

A. SIGNATURE

John P. Jones

B. DATE **10-20-1997**

FAA INSPECTOR'S REPORT

I HAVE —

☒ EXAMINED THIS APPLICANT'S PAPERS.
☐ PERSONALLY TESTED THIS APPLICANT IN ACCORDANCE WITH PERTINENT PROCEDURES AND STANDARDS.

WITH THE INDICATED RESULT —

☐ APPROVED
☐ DISAPPROVED

PARACHUTE SEAL SYMBOL ASSIGNED _____

☐ ANSWER SHEET GRADED (Military Competency)

DATE
10-27-1997

INSPECTOR'S SIGNATURE
Walter J. Bridges

FAA DISTRICT OFFICE
OKC-FSDO-15

**FIGURE 1-4. FAA FORM 8610-2, AIRMAN CERTIFICATE AND/OR RATING APPLICATION
(REVERSE SIDE)**

Typical entries when applicant is under 18 years of age.
Results of Oral and Practical Tests

MECHANIC												PARACHUTE RIGGER					
I. GENERAL — Airframe and Powerplant																	
ORAL TEST		PASS		<input type="checkbox"/>		EXPIRATION DATE:		FAIL		<input type="checkbox"/>		SEAT		PASS <input checked="" type="checkbox"/>		FAIL <input type="checkbox"/>	
PRACTICAL TEST		PASS		<input type="checkbox"/>		EXPIRATION DATE:		FAIL		<input type="checkbox"/>		BACK		PASS <input checked="" type="checkbox"/>		FAIL <input type="checkbox"/>	
PROJ. NO.												CHEST		PASS <input type="checkbox"/>		FAIL <input type="checkbox"/>	
PROJ. NO.												LAP		PASS <input type="checkbox"/>		FAIL <input type="checkbox"/>	
PROJ. NO.												REMARKS					
II. AIRFRAME STRUCTURES																	
ORAL TEST		PASS		<input type="checkbox"/>		EXPIRATION DATE:		FAIL		<input type="checkbox"/>							
PRACTICAL TEST		PASS		<input type="checkbox"/>		EXPIRATION DATE:		FAIL		<input type="checkbox"/>							
PROJ. NO.																	
PROJ. NO.																	
PROJ. NO.																	
III. AIRFRAME SYSTEMS AND COMPONENTS																	
ORAL TEST		PASS		<input type="checkbox"/>		EXPIRATION DATE:		FAIL		<input type="checkbox"/>							
PRACTICAL TEST		PASS		<input type="checkbox"/>		EXPIRATION DATE:		FAIL		<input type="checkbox"/>							
PROJ. NO.																	
PROJ. NO.																	
PROJ. NO.																	
IV. POWERPLANT THEORY AND MAINTENANCE																	
ORAL TEST		PASS		<input type="checkbox"/>		EXPIRATION DATE:		FAIL		<input type="checkbox"/>							
PRACTICAL TEST		PASS		<input type="checkbox"/>		EXPIRATION DATE:		FAIL		<input type="checkbox"/>							
PROJ. NO.																	
PROJ. NO.																	
PROJ. NO.																	
V. POWERPLANT SYSTEMS AND COMPONENTS																	
ORAL TEST		PASS		<input type="checkbox"/>		EXPIRATION DATE:		FAIL		<input type="checkbox"/>							
PRACTICAL TEST		PASS		<input type="checkbox"/>		EXPIRATION DATE:		FAIL		<input type="checkbox"/>							
PROJ. NO.																	
PROJ. NO.																	
PROJ. NO.																	
DESIGNATED EXAMINER'S REPORT																	
I have personally tested this applicant in accordance with pertinent procedures and standards, and																	
I HAVE INDICATED THE RESULT AS:		<input type="checkbox"/> APPROVED (Temporary Certificate Issued)				<input checked="" type="checkbox"/> APPROVED (Temporary Certificate NOT issued)											
		<input type="checkbox"/> DISAPPROVED				<input type="checkbox"/> FAR 65.80—ORAL/PRACTICAL PASSED											
ATTACHMENTS:		<input type="checkbox"/> REPORT OF WRITTEN TEST				<input type="checkbox"/> SUPERSEDED CERTIFICATE				<input type="checkbox"/> LETTER							
		<input checked="" type="checkbox"/> FAA FORM 8610-2 (1)				<input type="checkbox"/> TEMPORARY CERTIFICATE				<input type="checkbox"/> SEAL SYMBOL CARD							
DATE TEST COMPLETED		EXAMINER'S SIGNATURE				DESIGNATION NO.											
10-15-1997		David O. Thompson				1902527											
APPLICANT'S CERTIFICATION																	
THIS BLOCK MUST BE COMPLETED BY THE APPLICANT AT THE TIME OF ISSUANCE OF TEMPORARY CERTIFICATE (FAA FORM 8060-4)																	
A. HAVE YOU EVER HAD AN AIRMAN CERTIFICATE SUSPENDED OR REVOKED? <input type="checkbox"/> NO <input type="checkbox"/> YES If "Yes," explain on an attached sheet.																	
B. HAVE YOU EVER BEEN CONVICTED FOR VIOLATION OF ANY FEDERAL OR STATE STATUTES PERTAINING TO NARCOTIC DRUGS, MARIJUANA, AND DEPRESSANT OR STIMULANT DRUGS OR SUBSTANCES? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES → DATE OF FINAL CONVICTION																	
I CERTIFY THAT THE STATEMENTS BY ME ARE TRUE.																	
A. SIGNATURE B. DATE																	
FAA INSPECTOR'S REPORT																	
I HAVE — WITH THE INDICATED RESULT —																	
<input checked="" type="checkbox"/> EXAMINED THIS APPLICANT'S PAPERS.				<input type="checkbox"/> APPROVED				PARACHUTE SEAL SYMBOL ASSIGNED									
<input type="checkbox"/> PERSONALLY TESTED THIS APPLICANT IN ACCORDANCE WITH PERTINENT PROCEDURES AND STANDARDS.				<input type="checkbox"/> DISAPPROVED				<input type="checkbox"/> ANSWER SHEET GRADED (Military Competency)									
DATE		INSPECTOR'S SIGNATURE		PARACHUTE SEAL SYMBOL ASSIGNED		ANSWER SHEET GRADED (Military Competency)		FAA DISTRICT OFFICE									
10-25-1997		Walter J. Bridges						OKC-FSDO-15									

Oklahoma Driver's License 123456789

The applicant is not 18 years old.
A temporary certificate was not issued.

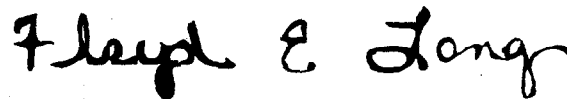
FIGURE 1-5. EXAMPLE STATEMENT OF ADDITIONAL INSTRUCTION

October 21, 1997

To whom it may concern:

I certify that I have given Mr. Ralph Porter additional instruction in the type ratings failed on the Senior Parachute Rigger oral and practical test taken October 20, 1997.

I consider Mr. Porter ready for retesting.

A handwritten signature in black ink that reads "Floyd E. Long". The signature is written in a cursive style with a large, stylized 'F' and 'L'.

Floyd E. Long
Senior Parachute Rigger
Seat, Back, and Chest Ratings
1404108

FIGURE 1-6. AIRMAN COMPUTER TEST REPORT FOR RIG

**MUST HAVE A RAISED, EMBOSSED SEAL.
Cannot be a machine copy.**

Federal Aviation Administration
Airman Test Report

EXAM TITLE: Parachute Rigger - Senior (RIG)

NAME: Jones David John

ID NUMBER: 123456789

TAKE: 1

DATE: 08/14/97

SCORE: 89

GRADE: Pass

Below are subject matter knowledge codes in which questions were answered incorrectly. See the latest version of AC 60-25, Reference Materials and Subject Matter Knowledge Codes for Airman Knowledge Testing, available via the Internet: <http://www.fedworld.gov/pub/faa-att>, for code descriptions. A single code may represent more than one incorrect response.

A03 A04 C01 H02 J02 K02 K03 M04 O02

EXPIRATION DATE: 08/31/99

DO NOT LOSE THIS REPORT

Authorized instructor's statement. (If Applicable)

I have given Mr./Ms. _____ additional instruction in each subject area shown to be deficient and consider the applicant competent to pass the test.

Last _____ Initial _____ Cert. No. _____ Type _____
(Print Clearly)

Signature _____

FIGURE 1-7. FAA FORM 8060-4, TEMPORARY AIRMAN CERTIFICATE
Original issuance with social security number NOT provided.

I. UNITED STATES OF AMERICA DEPARTMENT OF TRANSPORTATION — FEDERAL AVIATION ADMINISTRATION II. TEMPORARY AIRMAN CERTIFICATE						III. CERTIFICATE NO. Pending	
THIS CERTIFIES THAT IV. Frank Alvin Adams V. 2530 S.W. 57th Street Oklahoma City, OK 73119-9999							
DATE OF BIRTH	HEIGHT	WEIGHT	HAIR	EYES	SEX	NATIONALITY VI.	
09-13-1962	72 IN.	180	Black	Blue	M	U.S.A.	
IX. has been found to be properly qualified and is hereby authorized in accordance with the conditions of issuance on the reverse of this certificate to exercise the privileges of Senior Parachute Rigger							
RATINGS AND LIMITATIONS XII. Seat, Chest, and Back types							
Seal Symbol - KRR SAMPLE							
XIII. THIS IS <input checked="" type="checkbox"/> AN ORIGINAL ISSUANCE <input type="checkbox"/> A REISSUANCE OF THIS GRADE OF CERTIFICATE							
DATE OF SUPERSEDED AIRMAN CERTIFICATE							
BY DIRECTION OF THE ADMINISTRATOR							
X. DATE OF ISSUANCE		X. SIGNATURE OF EXAMINER OR INSPECTOR			EXAMINER'S DESIGNATION NO. OR INSPECTOR'S REG. NO.		
06-02-1997		<i>Floyd E. Long</i> Floyd E. Long			1404108 DATE DESIGNATION EXPIRES 10-31-1997		

FAA Form 8060-4 (8-79) USE PREVIOUS EDITION

FIGURE 1-8. FAA FORM 8060-4, TEMPORARY AIRMAN CERTIFICATE

Although this is an original issuance, the superseded airman certificate block will be used if the applicant holds a senior parachute rigger certificate.

I. UNITED STATES OF AMERICA DEPARTMENT OF TRANSPORTATION — FEDERAL AVIATION ADMINISTRATION						III. CERTIFICATE NO.	
II. TEMPORARY AIRMAN CERTIFICATE						Pending	
THIS CERTIFIES THAT		IV. Frank Alvin Adams V. 2530 S.W. 57th Street Oklahoma City, OK 73119-9999					
DATE OF BIRTH	HEIGHT	WEIGHT	HAIR	EYES	SEX	NATIONALITY	VI.
09-13-1962	72 IN.	180	Black	Blue	M	U.S.A.	
IX. has been found to be properly qualified and is hereby authorized in accordance with the conditions of issuance on the reverse of this certificate to exercise the privileges of Master Parachute Rigger							
RATINGS AND LIMITATIONS							
XII. Seat, Chest, and Back types							
XIII. Seal Symbol - KRR				SAMPLE			
THIS IS <input checked="" type="checkbox"/> AN ORIGINAL ISSUANCE <input type="checkbox"/> A REISSUANCE OF THIS GRADE OF CERTIFICATE				DATE OF SUPERSEDED AIRMAN CERTIFICATE 03-21-1987			
BY DIRECTION OF THE ADMINISTRATOR				EXAMINER'S DESIGNATION NO. OR INSPECTOR'S REG. NO.			
X. DATE OF ISSUANCE		X. SIGNATURE OF EXAMINER OR INSPECTOR		1404108		DATE DESIGNATION EXPIRES	
06-02-1997		<i>Floyd E. Long</i> Floyd E. Long		10-31-1997			

FAA Form 8060-4 (8-79) USE PREVIOUS EDITION

FIGURE 1-9. FAA FORM 8060-4, TEMPORARY AIRMAN CERTIFICATE
Original issuance using social security number as certificate number.

I. UNITED STATES OF AMERICA DEPARTMENT OF TRANSPORTATION — FEDERAL AVIATION ADMINISTRATION		III. CERTIFICATE NO. 555555555	
II. TEMPORARY AIRMAN CERTIFICATE			
THIS CERTIFIES THAT		IV. Frank Alvin Adams V. 2530 S.W. 57th Street Oklahoma City, OK 73119-9999	
DATE OF BIRTH	HEIGHT	WEIGHT	HAIR
09-13-1962	72 IN.	180	Black
EYES		SEX	NATIONALITY
Blue		M	U.S.A.
IX. has been found to be properly qualified and is hereby authorized in accordance with the conditions of issuance on the reverse of this certificate to exercise the privileges of Senior Parachute Rigger			
RATINGS AND LIMITATIONS XII. Seat, Chest, and Back types			
Seal Symbol - KRR		SAMPLE	
XIII. THIS IS <input checked="" type="checkbox"/> AN ORIGINAL ISSUANCE <input type="checkbox"/> A REISSUANCE OF THIS GRADE OF CERTIFICATE		DATE OF SUPERSEDED AIRMAN CERTIFICATE	
BY DIRECTION OF THE ADMINISTRATOR		EXAMINER'S DESIGNATION NO. OR INSPECTOR'S REG. NO.	
X. DATE OF ISSUANCE	X. SIGNATURE OF EXAMINER OR INSPECTOR	1902527	
06-02-1997	<i>David O. Thompson</i> David O. Thompson	DATE DESIGNATION EXPIRES 10-31-1997	

FAA Form 8060-4 (8-79) USE PREVIOUS EDITION

FIGURE 1-10. FAA FORM 8060-4, TEMPORARY AIRMAN CERTIFICATE
Reissuance retaining original certificate number.

I. UNITED STATES OF AMERICA DEPARTMENT OF TRANSPORTATION — FEDERAL AVIATION ADMINISTRATION II. TEMPORARY AIRMAN CERTIFICATE						III. CERTIFICATE NO. 123456	
THIS CERTIFIES THAT IV. Frank Alvin Adams V. 2530 S.W. 57th Street Oklahoma City, OK 73119-9999							
DATE OF BIRTH	HEIGHT	WEIGHT	HAIR	EYES	SEX	NATIONALITY	VI.
09-13-1962	72 IN.	180	Black	Blue	M	U.S.A.	
IX. has been found to be properly qualified and is hereby authorized in accordance with the conditions of issuance on the reverse of this certificate to exercise the privileges of Senior Parachute Rigger							
RATINGS AND LIMITATIONS XII. Seat, Chest, and Back types							
XIII. Seal Symbol - KRR							
SAMPLE							
THIS IS <input type="checkbox"/> AN ORIGINAL ISSUANCE <input checked="" type="checkbox"/> A REISSUANCE OF THIS GRADE OF CERTIFICATE				DATE OF SUPERSEDED AIRMAN CERTIFICATE 09-10-1985			
BY DIRECTION OF THE ADMINISTRATOR							
X. DATE OF ISSUANCE 06-02-1997		X. SIGNATURE OF EXAMINER OR INSPECTOR <i>Floyd E. Long</i> Floyd E. Long			EXAMINER'S DESIGNATION NO. OR INSPECTOR'S REG. NO. 1404108		
					DATE DESIGNATION EXPIRES 10-31-1997		

FAA Form 8060-4 (8-79) USE PREVIOUS EDITION

FIGURE 1-11. EXAMPLE TEST PLANNING SHEET

PARACHUTE RIGGER ORAL/PRACTICAL TEST PLANNING SHEET
SENIOR ☐ **BACK** ☐ **CHEST** ☐ **SEAT** ☐ **MASTER** ☐ **BACK** ☐ **CHEST** ☐ **SEAT**

INSTRUCTIONS FOR MARKING THE TEST PLANNING SHEET

1. Mark the above circle/s for the test/s you are planning.
2. Highlight or mark the ORAL QUESTIONS and PRACTICAL PROJECTS you plan to use.
3. Following the applicant's response or skill demonstration, mark ☐ for pass, or ☐ for fail.

The questions and projects are arranged in vertical sequence as indicated by the numbers.

ORAL TEST

	A	B	C	D	E	F	G
1	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
15	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
16	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
17	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
18	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
19	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
20	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ORAL

PRACTICAL TEST

	A	B	C	D	E	F	G
1	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
15	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
16	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
17	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
18	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
19	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
20	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

PRACTICAL

APPLICANT NAME _____ TEST DATE _____ DATE NO. _____

APPENDIX 2. INSTRUCTIONS FOR COMPLETING FAA FORM 8610-2, AIRMAN CERTIFICATE AND/OR RATING APPLICATION

1. This appendix explains the procedures to be followed when applicants, DPRE's, and inspectors complete FAA Form 8610-2.

- a. The DPRE or inspector shall provide FAA Form 8610-2 to the applicant.
- b. Two originals of FAA Form 8610-2 must be completed by the applicant before testing begins.
- c. The DPRE or inspector shall give detailed instruction(s) for correctly completing FAA Form 8610-2.

NOTE: The inspector or DPRE shall copy appendix 2 of this order and provide it to the applicant until FAA Form 8610-2 is revised with written instructions attached.

- d. All entries on FAA Form 8610-2 shall be made with permanent dark ink or typewritten.

NOTE: When you make a correction, cross out and initial the mistake. Do NOT use correction fluid (white out).

- e. All signatures shall be original, in dark ink, with name printed in dark ink or typewritten below or beside the signature.

- f. All dates shall be entered using eight-digit numeric characters (e.g., 05-05-2000). (The dates shall not be entered as May 5, 2000 or 05/05/00.)

FIGURE 2-1. PRIVACY ACT

TEAR OFF BEFORE USE	U.S. DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION	SUPPLEMENTAL INFORMATION
AIRMAN CERTIFICATE AND/OR RATING APPLICATION — PRIVACY ACT This supplements the form appearing below. Airman Certificate and/or Rating Application.		
The information on the form is solicited under authority of the Federal Aviation Regulations, Part 65. Submission of all the data is mandatory except for Social Security Account Number which is voluntary. The purpose of this information is to establish eligibility for certification and/or airman rating. The data will be used to identify and evaluate your qualifications and eligibility for the issuance of an airman certificate and/or rating. Certification cannot be completed unless the data is complete. Disclosure of your Social Security Account Number is optional: Disclosure will facilitate maintenance of your records which are maintained in alphabetical order and cross referenced with your SSAN and airman number to provide prompt access. In event of nondisclosure a unique number will be assigned to your file.		

FAA FORM 8610-2 (2-85)

Detach this part before using form below.

2. The DPRE or inspector shall advise the applicant to read the **PRIVACY ACT** on FAA Form 8610-2. The **PRIVACY ACT** is to be removed before FAA Form 8610-2 is used. (For an example, see figure 2-1.)

FIGURE 2-2. TOP SECTION

TYPE OR PRINT ALL ENTRIES IN INK		Form Approved OMB No. 2120-0022
U.S. Department of Transportation Federal Aviation Administration		
AIRMAN CERTIFICATE AND/OR RATING APPLICATION		
<input type="checkbox"/> MECHANIC <input type="checkbox"/> AIRFRAME <input type="checkbox"/> POWERPLANT	<input type="checkbox"/> REPAIRMAN (Specify Rating) _____	<input type="checkbox"/> PARACHUTE RIGGER <input type="checkbox"/> SENIOR <input type="checkbox"/> SEAT <input type="checkbox"/> BACK <input type="checkbox"/> MASTER <input type="checkbox"/> CHEST <input type="checkbox"/> LAP
APPLICATION FOR: <input type="checkbox"/> ORIGINAL ISSUANCE <input type="checkbox"/> ADDED RATING		

3. The applicant shall complete the **TOP SECTION** of FAA Form 8610-2. (For an example, see figure 2-2.)
 - a. The applicant must check the **PARACHUTE RIGGER** box.
 - b. The applicant must check the appropriate box(es) for the certificate and rating(s) sought; i.e., **SENIOR** or **MASTER** and **SEAT, BACK, CHEST** and/or **LAP**.
 - c. The applicant must check either the **ORIGINAL ISSUANCE** or the **ADDED RATING** box. The **ADDED RATING** box will only be checked when the applicant has a parachute rigger certificate and is actually adding a rating.
- NOTE:** No other boxes are checked on the **TOP SECTION** of FAA Form 8610-2 by a parachute rigger applicant.

FIGURE 2-3. BLOCK I—APPLICANT INFORMATION

I. APPLICATION INFORMATION	A. NAME (First, Middle, Last)				K. PERMANENT MAILING ADDRESS	
	B. SOCIAL SECURITY NO.		C. DOB (Mo., Day, Yr.)	D. HEIGHT	E. WEIGHT	NUMBER AND STREET, P.O. BOX, ETC
				IN.		
	F. HAIR	G. EYES	H. SEX	I. NATIONALITY (Citizenship)		CITY
	J. PLACE OF BIRTH				STATE	ZIP CODE
L. HAVE YOU EVER HAD AN AIRMAN CERTIFICATE SUSPENDED OR REVOKED? <input type="checkbox"/> NO <input type="checkbox"/> YES (If "YES," explain on an attached sheet keying to appropriate item number)				M. DO YOU NOW OR HAVE YOU EVER HELD AN FAA AIRMAN CERTIFICATE? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES SPECIFY TYPE:		
N. HAVE YOU EVER BEEN CONVICTED FOR VIOLATION OF ANY FEDERAL OR STATE STATUTES PERTAINING TO NARCOTIC DRUGS, MARIJUANA, AND DEPRESSANT OR STIMULANT DRUGS OR SUBSTANCES?				DATE OF FINAL CONVICTION		
				<input type="checkbox"/> NO <input type="checkbox"/> YES →		

4. **BLOCK I—APPLICANT INFORMATION** The DPRE or inspector shall advise the applicant to read the fine print. (For an example, see figure 2-3.)

a. **ITEM A—NAME (First, Middle, Last)**

(1) The applicant shall enter his or her legal name; however, for record purposes, no more than one middle name shall be entered. The applicant's name shall not be changed on the subsequent FAA Form 8610-2 unless it is done in accordance with 14 CFR part 65, section 65.16. If the applicant's name exceeds the number of characters allowed (50, including spaces), the Airmen Certification Branch, AFS-760, will make necessary changes to allow for computer acceptance.

(2) If the applicant has no middle name, the applicant shall enter **NMI** (no middle initial) or **NMN** (no middle name).

(3) If the applicant has initial(s) only, the applicant shall enter those initials and then enter **INITIAL ONLY**.

(4) If the applicant is a junior, III, IV, etc., the applicant will so indicate.

NOTE: If the applicant already has an FAA parachute rigger certificate, the name on FAA Form 8610-2 must be the same as the name on the FAA parachute rigger certificate unless it is changed in accordance with section 65.16.

b. **ITEM B—SOCIAL SECURITY NO.**

(1) Completing item B is optional (see **PRIVACY ACT**).

(2) The applicant shall either enter his or her social security number or enter one of the following notations: **DO NOT USE** or **NONE**.

c. **ITEM C—DOB (Mo., Day, Yr.)**

(1) The applicant shall enter all dates using eight-digit numeric characters (e.g., 07-09-1945). (The dates shall not be entered as July 9, 1945 or 07/09/45.)

(2) The DPRE or inspector shall verify the date of birth (**DOB**). The **DOB** is a problem area.

(3) If the applicant has other FAA certificate(s), the DPRE or inspector shall verify that the **DOB** is the same as that entered on the FAA Form 8610-2.

d. ITEM D—HEIGHT

(1) The applicant shall enter his or her height in inches. For example, if the applicant is 5'9", the applicant would enter **69**.

(2) The applicant will use whole inches only. No fractions shall be used.

e. ITEM E—WEIGHT

(1) The applicant shall enter his or her weight in pounds.

(2) The applicant will use whole pounds only. No fractions shall be used.

f. ITEM F—HAIR

(1) The applicant shall spell out the color of his or her hair or use an abbreviation that cannot be confused with another color.

(2) Acceptable hair colors are: brown, black, blond, gray, and red.

(3) If the applicant is bald, enter **BALD**.

(4) If the applicant is wearing a wig or toupee, enter the color of hair under the wig or toupee.

g. ITEM G—EYES

(1) The applicant shall spell out the color of his or her eyes or use an abbreviation that cannot be confused with another color.

(2) Acceptable eye colors are: brown, black, blue, hazel, gray, and green.

h. ITEM H—SEX

(1) If the applicant is a male, he will enter **M**.

(2) If the applicant is a female, she will enter **F**.

i. ITEM I—NATIONALITY (Citizenship)

(1) The applicant shall enter the country in which he or she maintains citizenship.

(2) The applicant's nationality must be one listed in appendix 3.

(3) Dual citizenship will be accepted. (Example: USA/CANADA.)

(4) Stateless is acceptable, if appropriate.

j. ITEM J—PLACE OF BIRTH

(1) If the applicant was born in the U.S., the applicant shall enter the city and state.

(2) If the city is unknown, enter the county and state.

(3) If the applicant was born outside of the U.S., the applicant shall enter the name of the city and country, or province and country. If the applicant was NOT born in a city and county or a province and country, (e.g., Middle of Atlantic Ocean on the HMS Queen Victoria), that information shall be entered in the REMARKS area.

k. ITEM K—PERMANENT MAILING ADDRESS

(1) **NUMBER AND STREET, P.O. BOX, ETC** The applicant shall enter this information above the first dotted line. This information shall not exceed 33 characters, including spaces.

(2) **CITY** The applicant shall enter this information above the second dotted line. The city name shall not exceed 17 characters, including spaces. When necessary, the applicant shall abbreviate the address (not to exceed 17 characters, including spaces).

4/13/01

(3) **STATE and ZIP CODE** The applicant shall enter this information on the bottom dotted line.

NOTE: A post office address is not acceptable for the purpose of applying for an airman certificate, unless the applicant resides on a rural route, a boat, or in some other manner that requires the use of a post office box or rural route for an address. If a P.O. Box or rural route is used, the applicant must furnish (on a separate sheet of paper) the directions required to find his or her residence. This becomes part of the certification file and must be signed by the applicant. **These directions are not required for APO/FPO-type addresses or foreign applicants.**

EXAMPLE: "I live 2 miles north of state highway 12 on Mockingbird Lane. Two-story house with a barn in the back. (This statement must be signed by the applicant.) Two copies are required.

1. ITEM L—HAVE YOU EVER HAD AN AIRMAN CERTIFICATE SUSPENDED OR REVOKED?

(1) The applicant shall check either the **YES** box or the **NO** box. (A student pilot's certificate is a pilot certificate.)

(2) If the **YES** box is checked, refer to 14 CFR part 65, section 65.11(c), 14 CFR part 65, section 65.11(d), and 14 CFR part 65, section 65.12.

(3) If the DPRE or applicant does not understand the requirements of part 65 as it applies to a particular situation, contact the supervising FSDO for clarification and assistance.

m. ITEM M—DO YOU NOW OR HAVE YOU EVER HELD AN FAA AIRMAN CERTIFICATE?

(1) The applicant shall check either the **YES** box or the **NO** box.

(2) If the applicant checks the **YES** box, the applicant must make an entry by the **SPECIFY TYPE** area.

(3) The types of certificates which shall be entered in the **SPECIFY TYPE** area are: pilot, mechanic, parachute rigger, repairman, etc. (A student pilot's certificate is a pilot certificate.)

NOTE: An IA, DME, DPRE, etc., are not FAA certificates.

n. ITEM N—HAVE YOU EVER BEEN CONVICTED FOR VIOLATION OF ANY FEDERAL OR STATE STATUTES PERTAINING TO NARCOTIC DRUGS, MARIJUANA, AND DEPRESSANT OR STIMULANT DRUGS OR SUBSTANCES?

(1) The applicant shall check either the **YES** box or the **NO** box.

(2) If the applicant checks the **YES** box, the applicant must make an entry by the **DATE OF FINAL CONVICTION** area. Refer to section 65.12.

(3) If the DPRE or applicant does not understand the requirements of part 65 as it applies to a particular situation, contact the supervising FSDO for clarification and assistance.

FIGURE 2-4. BLOCK II—CERTIFICATE OR RATING APPLIED FOR ON BASIS OF —

II. CERTIFICATE OR RATING APPLIED FOR ON BASIS OF—	<input type="checkbox"/> A. CIVIL EXPERIENCE		<input type="checkbox"/> B. MILITARY EXPERIENCE		<input type="checkbox"/> C. LETTER OF RECOMMENDATION FOR REPAIRMAN (Attach copy)	
	(1) NAME AND LOCATION OF SCHOOL					
	<input type="checkbox"/> D. GRADUATE OF APPROVED COURSE	(2) SCHOOL NO.	(3) CURRICULUM FROM WHICH GRADUATED		(4) DATE	
	<input type="checkbox"/> E. STUDENT HAS MADE SATISFACTORY PROGRESS AND IS RECOMMENDED TO TAKE THE ORAL/PRACTICAL TEST (FAR 65.80)		(1) SCHOOL NAME		NO	(2) SCHOOL OFFICIAL'S SIGNATURE
	<input type="checkbox"/> F. SPECIAL AUTHORIZATION TO TAKE MECHANIC'S ORAL/PRACTICAL TEST (FAR 65.80)	(1) DATE AUTH.	(2) DATE AUTH. EXPIRES	(3) FAA INSPECTOR SIGNATURE		(4) FAA DIST OFC.

5. BLOCK II—CERTIFICATE OR RATING APPLIED FOR ON BASIS OF - (For an example, see figure 2-4.)

a. A parachute rigger applicant will check item A. **CIVIL EXPERIENCE**, item B. **MILITARY EXPERIENCE**, or both depending on where the required number of parachutes were packed. No other items in block II pertain to parachute rigger applicants.

(1) **ITEM A—CIVIL EXPERIENCE** If practical experience was gained in civil activity, the applicant will check item A.

(2) **ITEM B—MILITARY EXPERIENCE** If practical experience was gained in military activity, the applicant will check item B. If practical experience was gained in both civil activity and military activity, the applicant will check item A and item B.

(3) **ITEM C—LETTER OF RECOMMENDATION FOR REPAIRMAN (ATTACH COPY)** An applicant shall never check item C.

FIGURE 2-5. BLOCK III—RECORD OF EXPERIENCE

A. MILITARY COMPETENCE OBTAINED IN →		(1) SERVICE		(2) RANK OR PAY LEVEL		(3) MILITARY SPECIALTY CODE		
B. APPLICANTS OTHER THAN FAA CERTIFICATED SCHOOL GRADUATES. LIST EXPERIENCE RELATING TO CERTIFICATE AND RATING APPLIED FOR. (Continue on separate sheet, if more space is needed)								
III. RECORD OF EXPERIENCE	DATES—MONTH AND YEAR		EMPLOYER AND LOCATION			TYPE WORK PERFORMED		
	FROM	TO						
C. PARACHUTE RIGGER APPLICANTS INDICATE BY TYPE HOW MANY PARACHUTES PACKED →			SEAT	CHEST	BACK	LAP	FOR MASTER RATING ONLY	PACKED AS A — <input type="checkbox"/> SENIOR RIGGER <input type="checkbox"/> MILITARY RIGGER

6. BLOCK III—RECORD OF EXPERIENCE (For an example, see figure 2-5.)

a. When the applicant has gained all or part of the required experience in the military, the following items will be completed:

(1) **ITEM A(1)—SERVICE** The applicant shall enter the branch of service where experience was received (i.e., Army, Navy, etc.).

(2) **ITEM A(2)—RANK OR PAY LEVEL** The applicant shall enter his or her highest rank or pay level.

(3) **ITEM A(3)—MILITARY SPECIALTY CODE** The applicant shall enter his or her military specialty code (or equivalent depending on branch of military service applicable).

NOTE: Before an applicant will be authorized to take a parachute rigger computer knowledge test, an inspector will review the applicant's documents and records. The inspector will determine that the applicant is eligible to take the appropriate parachute rigger computer knowledge test as required by 14 CFR part 65, section 65.115, 14 CFR part 65, section 65.117, and 14 CFR part 65, section 65.119.

b. **ITEM B—APPLICANTS OTHER THAN FAA CERTIFICATED SCHOOL GRADUATES. LIST EXPERIENCE RELATING TO CERTIFICATE AND RATING APPLIED FOR** (Continue on Separate Sheet, if more space is needed).

(1) When the applicant's experience was gained in civil and/or military activity, the applicant's experience will be entered in item B. (See section 65.115, 65.117, or 65.119.)

(2) The applicant's experience must meet the requirements listed in section 65.115, 65.117, or 65.119.

(3) For a master parachute rigger applicant, the experience gained in the military and/or civil activity must be documented in block III. (The experience must be documented because it has never been recorded on an official FAA Form 8610-2.) There must be enough time and experience documented to satisfy the requirements of 14 CFR part 65, section 65.119(a). The inspector shall advise applicants that the experience used to show qualifications (prior to taking the

master parachute rigger computer knowledge test) must now be recorded on the FAA Form 8610-2 for an airman certificate. The master parachute rigger applicant must complete the following parts of item B:

(a) **DATES—MONTH AND YEAR** The applicant shall enter his or her dates of employment in this area. The applicant shall enter all dates using eight-digit numeric characters (e.g., 04-20-2000). (The dates shall not be entered as April 20, 2000 or 04-20-00.) The form does not state that the day is required; however, AFS-760 requires eight-digit numeric characters.

(b) **EMPLOYER AND LOCATION** The applicant will enter the employer's name and location (city and state) in this area.

(c) **TYPE WORK PERFORMED** The applicant will enter the type of work performed in this area. The type of work must meet the experience requirements of 14 CFR part 65, section 65.119(b)(1) and/or 14 CFR part 65, section 65.119(b)(2). If all of the applicant's experience cannot be recorded in item B, the applicant may use additional sheets of paper. (See appendix 1, figure 1-2.)

(4) DPRE's are not required to see the physical documents and records reflected on the FAA Form 8610-2 to satisfy the experience requirements of section 65.119.

c. ITEM C—PARACHUTE RIGGER APPLICANTS INDICATE BY TYPE HOW MANY PARACHUTES PACKED

(1) **SEAT, CHEST, BACK, and/or LAP.** Senior and master parachute rigger applicants must indicate the number of parachutes packed in each appropriate box.

(2) **SENIOR RIGGER or MILITARY RIGGER.** Master parachute rigger applicants must indicate if these parachutes were packed as a **SENIOR RIGGER** and/or **MILITARY RIGGER** by checking the appropriate box.

NOTE: A master parachute rigger applicant may have packed the necessary number of parachutes without being either a senior or military rigger.

FIGURE 2-6. BLOCK IV—APPLICANT'S CERTIFICATION

IV. APPLICANT'S CERTIFICATION	I CERTIFY THAT THE STATEMENTS BY ME ON THIS APPLICATION ARE TRUE A. SIGNATURE	B. DATE
----------------------------------	--	---------

7. BLOCK IV—APPLICANT'S CERTIFICATION (For an example, see figure 2-6.)

a. Prior to the applicant signing block IV the following must be completed:

(1) **ITEM A—SIGNATURE** The inspector will have the applicant review the FAA Form 8610-2 before the applicant signs his or her name. (If the FAA Form 8610-2 was prepared by someone other than the applicant, the applicant should review the FAA Form 8610-2 carefully.)

(a) The FAA Form 8610-2 shall be signed as the applicant normally signs his or her name.

(b) For verification purposes, the inspector shall require the applicant to provide identification showing a photograph and signature.

1 A drivers license, military identification, passport, etc., may be used for verification.

2 The name and number of the document used for verification will be recorded in the REMARKS area. (See appendix 1, figures 1-3 and 1-4 for examples.)

(c) The inspector shall explain that the applicant's signature is a certification of true and correct information appearing on the FAA Form 8610-2. False statements or false information for which the applicant has signed may be grounds to revoke all FAA certificates he or she may possess.

(2) **ITEM B—DATE** The applicant shall enter the date the FAA Form 8610-2 was signed.

NOTE: Prior to giving the oral and practical tests, the DPRE will ask the applicant for identification to reverify the information shown on the FAA Form 8610-2.

FIGURE 2-7. BLOCK V—I FIND THIS APPLICANT MEETS THE EXPERIENCE REQUIREMENTS OF FAR 65 AND IS ELIGIBLE TO TAKE THE REQUIRED TESTS

V. I FIND THIS APPLICANT MEETS THE EXPERIENCE REQUIREMENTS OF FAR 65 AND IS ELIGIBLE TO TAKE THE REQUIRED TESTS.	DATE	INSPECTOR'S SIGNATURE	FAA DISTRICT OFFICE
---	-------------	------------------------------	----------------------------

8. BLOCK V—I FIND THIS APPLICANT MEETS THE EXPERIENCE REQUIREMENTS OF FAR 65 AND IS ELIGIBLE TO TAKE THE REQUIRED TESTS

- a. Prior to the inspector signing block V, the following must be completed:
- b. **DATE** The inspector shall enter the date the authorization took place using eight-digit numeric characters (e.g., 04-20-2000). (The dates shall not be entered as April 20, 2000 or 04-20-00.)
- c. **INSPECTOR'S SIGNATURE** The inspector will sign his or her name and also print his or her name in this area.
- d. **FAA DISTRICT OFFICE** The inspector will provide the office identifier.

FIGURE 2-8. FOR FAA USE ONLY

FOR FAA USE ONLY																
Emp.	reg	D.O.	seal	con	ss	Act	lev	TR	s.h.	Src	#	re	RATING (1)	RATING (2)	RATING (3)	RATING (4)
LIMITATIONS																

FAA Form 8610-2 (2-85) SUPERSEDES PREVIOUS EDITION

9. FOR FAA USE ONLY Applicants and DPRE's are to disregard this area. This area is for FAA use only. (For an example, see figure 2-8.)

FIGURE 2-9. FAA INSPECTOR'S REPORT

FAA INSPECTOR'S REPORT		
I HAVE — <input type="checkbox"/> EXAMINED THIS APPLICANT'S PAPERS. <input type="checkbox"/> PERSONALLY TESTED THIS APPLICANT IN ACCORDANCE WITH PERTINENT PROCEDURES AND STANDARDS.	WITH THE INDICATED RESULT — <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED	PARACHUTE SEAL SYMBOL ASSIGNED _____ <input type="checkbox"/> ANSWER SHEET GRADED (Military Competency)
DATE	INSPECTOR'S SIGNATURE	FAA DISTRICT OFFICE

10. FAA INSPECTOR'S REPORT (See the reverse side of FAA Form 8610-2.)

- a. The inspector will NOT check the **APPROVED** box or the **DISAPPROVED** box unless he or she has personally given the applicant the oral and practical test.
- b. The inspector will check only the **EXAMINED THIS APPLICANT'S PAPERS** box.

4/13/01

(1) The inspector shall enter the date in the **DATE** box using eight-digit numeric characters (e.g., 04-20-2000).
(The dates shall not be entered as April 20, 2000 or 04-20-00.).

(2) The inspector will sign above or beside his or her typed or printed name in the **INSPECTOR'S SIGNATURE** box.

(3) The inspector will enter his or her supervising FSDO or IFO identification in the **FAA DISTRICT OFFICE** box.

**APPENDIX 3. NATIONALITY (CITIZENSHIP) TO BE USED TO
COMPLETE BLOCK I OF FAA FORM 8610-2,
AIRMAN CERTIFICATE AND/OR RATING APPLICATION**

ADEN	BOSNIA & HERZEGOVINA	CONGO
AFGHANISTAN	BOTSWANA	COOK ISLANDS
ALBANIA	BOUVET ISLAND	CORAL SEA ISLANDS
ALGERIA	BRAZIL	COSTA RICA
AMERICAN SAMOA	BRITISH HONDURAS	COTE D'IVOIRE
ANDORRA	BRITISH INDIAN OCN	CROATIA
ANGOLA	BRITISH VIRGIN IS	CUBA
ANTARCTICA	BRITISH WST INDIES	CYPRUS
ANTIGUA & BARBUDA	BRUNEI	CZECH REPUBLIC
ARCTIC OCEAN	BULGARIA	CZECHOSLOVAKIA
ARGENTINA	BURKINA	DAHOMY
ARMENIA	BURMA	DENMARK
ARUBA	BURUNDI	DJIBOUTI
ASHMORE CARTIER IS	CAMBODIA	DOMINICA
ATLANTIC ISLAND	CAMEROON	DOMINICAN REPUBLIC
AUSTRALIA	CANADA	ECUADOR
AUSTRIA	CANAL ZONE	EAST GERMANY
AZERBAIJAN	CANARY ISLANDS	EGYPT
AZORES	CANTON-ENDERBURY	EL SALVADOR
BAHAMAS, THE	CAPE VERDE	ERITREA
BAHRAIN	CAYMAN ISLANDS	ESTONIA
BAKER ISLAND	CENTRAL AFRICAN RP	ETHIOPIA
BANGLADESH	CEYLON	EQUATORIAL GUINEA
BARBADOS	CHAD	EUROPA ISLAND
BASSAS DA INDIA	CHANNEL ISLES	FALKLAND ISLANDS
BELARUS	CHILE	FAROE ISLANDS
BELGIUM	CHINA	FED ST MICRONESIA
BELIZE	CHRISTMAS ISLAND	FIJI
BENIN	CISKEI	FINLAND
BERMUDA	COCOS (KEELING) IS	
BHUTAN	COLOMBIA	
BOLIVIA	COMOROS	

FR SO & ANTARCTIC
FRANCE
FRENCH AFARS-ISSAS
FRENCH GUIANA
FRENCH POLYNESIA
FRENCH SOMALILAND
FRENCH WEST INDIES
GABON
GAMBIA, THE
GAZA STRIP
GEORGIA
GERMANY
GERMANY, BERLIN
GHANA
GIBRALTAR
GREECE
GREENLAND
GRENADA
GUADELOUPE
GUAM
GUATEMALA
GUINEA
GUINEA-BISSAU
GUYANA
HAITI
HEARD MCDONALD IS
HONDURAS
HONG KONG
HUNGARY
ICELAND
INDIA
INDONESIA
IRAN
IRAQ
IRAQ-SAUDI ARABIA
IRELAND
ISRAEL

ITALY
JAMAICA
JAPAN
JARVIS ISLAND
JERSEY
JOHNSTON ATOLL
JORDAN
KAZAKHSTAN
KENYA
KIRIBATI
KOREA, NORTH
KOREA, REPUBLIC OF
KUWAIT
KYRGYZSTAN
LAOS
LATVIA
LEBANON
LEEWARD ISLES
LESOTHO
LIBERIA
LIBYA
LIECHTENSTEIN
LITHUANIA
LUXEMBOURG
MACAU
MACEDONIA
MADAGASCAR
MALAWI
MALAYSIA
MALAYSIA (ASIA)
MALDIVES
MALI
MALTA
MARSHALL ISLANDS
MARTINIQUE
MAURITANIA
MAURITIUS

MEXICO
MIDWAY ISLANDS
MOLDOVA
MONACO
MONGOLIA
MONTENEGRO
MONTSERRAT
MOROCCO
MOZAMBIQUE
MUSCAT AND OMAN
NAMIBIA
NAMPO-SHOTO
NAURU
NAVASSA ISLAND
NEPAL
NETHERLANDS
NETHERLANDS ANTILL
NEW CALEDONIA
NEW GUINEA
NEW HEBRIDES
NEW ZEALAND
NICARAGUA
NIGER
NIGERIA
NIUE
NORFOLK ISLAND
NORTH MARIANA ISL
NORWAY
OMAN
ORG OF E CARIB STS
PAKISTAN

PALAU	SPANISH SAHARA	UZBEKISTAN
PALESTINE	SRI LANKA	VANUATU
PANAMA	ST CHRIS AND NEVIS	VATICAN CITY
PAPUA NEW GUINEA	ST HELENA	VENEZUELA
PARACEL ISLANDS	ST KITTS AND NEVIS	VIETNAM
PARAGUAY	ST LUCIA	VIRGIN ISLANDS
PERU	ST PIERRE MIQUELON	WAKE ISLAND
PHILIPPINES	ST VINCENT & GRENA	WALLIS AND FUTUNA
PITCAIRN ISLANDS	SUDAN	WEST GERMANY
POLAND	SURINAME	WEST INDIES
PORTUGAL	SVALBARD-JAN MAYEN	WESTERN SAHARA
PORTUGUESE GUINEA	SWAN ISLANDS	WESTERN SAMOA
PUERTO RICO	SWAZILAND	YEMEN
QATAR	SWEDEN	YEMEN (ADEN)
REUNION	SWITZERLAND	YEMEN (SANAA)
ROMANIA	SYRIA	YUGOSLAVIA
RUSSIA	TAIWAN	ZAIRE
RWANDA	TAIWAN, ROC	ZAMBIA
RYUKYU ISLANDS	TAJIKISTAN	ZIMBABWE
SAIPAN	TANZANIA	
SAO TOME PRINCIPE	THAILAND	STATELESS
SAN MARINO	TOGO	
SAUDI ARABIA	TOKELAU	
SENEGAL	TONGA	
SERBIA	TRINIDAD & TOBAGO	
SEYCHELLES	TRUST TERR PAC ISL	
SIERRA LEONE	TUNISIA	
SINGAPORE	TURKEY	
SLOVAKIA	TURKMENISTAN	
SLOVENIA	TURKS & CAICOS ISL	
SOLOMON ISLANDS	UAR	
SOMALIA	UGANDA	
SOUTH AFRICA	UKRAINE	
SOUTH RHODESIA	UNITED ARAB EMIRAT	
SOUTH-WEST AFRICA	UNITED KINGDOM	
SOVIET UNION	URUGUAY	
SPAIN	USA	



U.S. Department
of Transportation

**Federal Aviation
Administration**

Directive Feedback Information

Please submit any written comments or recommendations for improving this directive, or suggest new items or subjects to be added to it. Also, if you find an error, please tell us about it.

Subject: **Order 8610.5H**

To: FAA, ATTN: AFS-640, P.O. Box 25082, Oklahoma City, OK 73125

(Please check all appropriate line items.)

___ An error (procedural or typographical) has been noted in paragraph _____ on page _____.

___ Recommend paragraph _____ on page _____ be changed as follows:
(Attach separate sheet if necessary.)

___ In a future change to this directive, please include coverage on the following subject: (Briefly describe what you want added.)

___ Other comments:

___ I would like to discuss the above. Please contact me.

Submitted by: _____ Date: _____

FTS Telephone Number: _____ Routing Symbol: _____

